

UNOFFICIAL WAC 170-290 – Effective December 1, 2009

NOTE:

This document contains all of the new, amended and repealed DEL Child Care Subsidy rules filed for final adoption on October 28, 2009, filing number WSR 09-22-043.

The rules have been reformatted for easier reading, and notes about repealed sections are included. The Department of Early Learning is making these unofficial rules available for information purposes until the official Washington Administrative Code (WAC) website is updated.

At the end of these rules is a conversion chart of old or repealed rules to the revised or new rule sections.

Chapter 170-290 WAC WORKING CONNECTIONS AND SEASONAL CHILD CARE SUBSIDY PROGRAMS

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Chapter 170-290 WAC

WORKING CONNECTIONS AND SEASONAL CHILD CARE SUBSIDY PROGRAMS

PART I. INTRODUCTION

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0001 Purpose and intent. (1) This chapter establishes the requirements for eligible families to receive subsidized child care through the working connections child care (WCCC) and seasonal child care (SCC) programs under applicable state and federal law, to the extent of available funds.

(2) The purpose of WCCC, as provided in part II of this chapter, is to:

(a) Assist eligible families in obtaining child care subsidies for approvable activities that enable them to work, attend training, or enroll in educational programs; and

(b) Consider the health and safety of children while they are in care and receiving child care subsidies.

(3) The purpose of SCC, as provided in part III of this chapter, is to:

(a) Assist eligible families who are seasonally employed in agriculturally related work to pay for licensed child care; and

(b) Consider the health and safety of children while they are in care and receiving child care subsidies.

[08-08-047, recodified as § 170-290-0001, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0001, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050

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and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0001, filed 12/19/01, effective 1/19/02.]

NEW SECTION

WAC 170-290-0002 Scope of agency responsibilities. (1) The responsibilities of the department of early learning (DEL) include, but are not limited to:

(a) Determining child care subsidy policy for the WCCC and SCC programs, including determining thresholds for eligibility and copayment amounts and establishing rights and responsibilities. DEL is also designated as the lead agency for child care and development funds (CCDF) and oversees expenditure of CCDF funds;

(b) Contracting with community organizations to meet with families to see if they are eligible for the SCC program. SCC contractors are located in several communities across the state, and must follow the rules that DEL has established for the SCC program; and

(c) Serving as the designated representative for the state to implement the collective bargaining agreement under RCW 41.56.028 for in-home/relative providers as defined in WAC 170-290-0003(7), and for all licensed family child care providers.

(2) The responsibilities of the department of social and health services (DSHS) include, but are not limited to, service delivery for the WCCC program, including determining who is eligible for WCCC benefits, authorizing payments, and managing payments made to providers that receive WCCC subsidies.

(3) This allocation between DEL and DSHS is pursuant to section 501(2), chapter 265, Laws of 2006 (2SHB 2964), in which the legislature transferred all of the powers, duties, and functions relating to the WCCC program from DSHS to DEL, except for eligibility staffing and eligibility payment functions, which remain in DSHS.

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NEW SECTION

WAC 170-290-0003 Definitions. The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "**Collective bargaining agreement**" or "**CBA**" means the most recent agreement that has been negotiated and entered into between the exclusive bargaining representative for all licensed and license-exempt family child care providers as defined in chapter 41.56 RCW.

(2) "**Consumer**" or "**eligible consumer**" means the person applying for or receiving:

(a) WCCC benefits as described in part II of this chapter; or

(b) SCC benefits as described in part III of this chapter.

(3) "**Copayment**" means the amount of money the consumer is responsible to pay the child care provider toward the cost of child care each month.

(4) "**DEL**" means the department of early learning.

(5) "**DSHS**" means the department of social and health services.

(6) "**Days**" means calendar days unless otherwise specified.

(7) "**In-home/relative provider,**" referred to in the collective bargaining agreement as "**license-exempt provider,**" means those providers who meet the requirements in WAC 170-290-0130 through 170-290-0167.

(8) "**In loco parentis**" means the adult caring for an eligible child in the absence of the biological, adoptive, or step-parents, and who is not a relative, court-ordered guardian, or custodian.

(9) "**SCC**" means the seasonal child care program, which is a child care subsidy program described in part III of this chapter that assists eligible families who are seasonally employed in agriculturally related work to pay for licensed child care.

(10) "**WCCC**" means the working connections child care program, which is a child care subsidy program described in part II of this chapter that assists eligible families in obtaining child care subsidies for approvable activities that enable them to work, attend training, or enroll

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in educational programs.

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PART II.

WORKING CONNECTIONS CHILD CARE

Eligibility Requirements

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0005 Consumers. (1) In WCCC, an eligible consumer has parental control of one or more children, lives in the state of Washington, and is the child's:

- (a) Parent, either biological or adopted;
- (b) Stepparent;
- (c) Legal guardian verified by a legal or court document;
- (d) Adult sibling or step-sibling;
- (e) Nephew or niece;
- (f) Aunt;
- (g) Uncle;
- (h) Grandparent; or
- (i) Any of the relatives in (f), (g), or (h) of this subsection with the prefix great (for example, great-aunt).

(2) Consumers may be eligible for WCCC benefits if they:

- (a) Meet eligibility requirements for WCCC described under part II of this chapter;
- (b) Participate in an approved activity under WAC 170-290-0040, 170-290-0045, 170-

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290-0050, or have been approved per WAC 170-290-0055;

(c) Comply with any special circumstances that might affect WCCC eligibility under WAC 170-290-0020; and

(d) Have countable income at or below two hundred percent of the federal poverty guidelines (FPG) (under WAC 170-290-0065).

(3) A consumer is not eligible for WCCC benefits when he or she:

(a) Is the only parent in the family and will be away from the home for more than thirty days in a row; or

(b) Has a monthly copayment that is higher than the rate the state will pay for all eligible children in care.

[08-08-047, recodified as § 170-290-0005, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0005, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0005, filed 12/19/01, effective 1/19/02.]

[REPEALED: WAC 170-290-0010 What makes me eligible for WCCC benefits]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0012 Verifying consumers' information. (1) A consumer must provide information to DSHS to determine eligibility when:

(a) The consumer initially applies for benefits;

(b) The consumer reapplies for benefits;

(c) A change of circumstances occurs, which is either reported by the consumer or determined by DSHS;

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(d) DSHS finds out that the consumer's circumstances may have changed; or

(e) The information DSHS has is inconsistent, conflicting, or outdated.

(2) DSHS may accept any verification that the consumer can easily obtain when it reasonably supports the consumer's statement or circumstances. The verification that the consumer gives to DSHS must:

(a) Clearly relate to the information DSHS is requesting;

(b) Be from a reliable source; and

(c) Be accurate, complete, and consistent.

(3) If DSHS requires verification from a consumer that costs money, DSHS must pay for the consumer's reasonable costs.

(4) If the verification that a consumer provides to DSHS is inconsistent, conflicting, or outdated, DSHS may:

(a) Ask the consumer to provide DSHS with more verification or provide a collateral contact (a "collateral contact" is a statement from someone outside of the consumer's residence that knows the consumer's situation); or

(b) Send an investigator from the division of fraud investigations (DFI) to make an unannounced visit to the consumer's home to verify the consumer's circumstances. See WAC 170-290-0025(9).

(5) If a consumer does not provide all of the verification requested, DSHS will determine if a consumer is eligible based on the information already available to DSHS.

[08-08-047, recodified as § 170-290-0012, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0012, filed 3/29/04 and 4/7/04, effective 5/28/04.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0015 Eligibility--Family size. DSHS determines a consumer's family size as follows:

(1) If a consumer's family includes:	DSHS counts the following individuals as part of the family for WCCC eligibility:
(a) A single parent, including a minor parent living independently.	The consumer and the consumer's children.
(b) Unmarried parents who have at least one mutual child.	Both parents and all their children living in the household.
(c) Unmarried parents with no mutual children.	Unmarried parents and their respective children living in the household as separate WCCC families.
(d) Married parents.	Both parents and all their children living in the household.
(e) Undocumented parents.	Parents and children, documented and undocumented, as long as the child needing care is a U.S. citizen or legally residing in the United States. All other family rules in this section apply.
(f) A legal guardian verified by a legal or court document; adult sibling or step-sibling; nephew, niece, aunt, uncle, grandparent; or great-nephew, great-niece, great-aunt, great-uncle, or great-grandparent.	The children only (the children and their income are counted).
(g) A minor parent with children and lives with a parent/guardian.	Only the minor parent and their children.
(h) A parent who is out of the household because of employer requirements, such as the military or training, and is expected to return to the household.	The consumer, the absent parent, and the children. Subsection (1)(b) and (d) of this section apply.

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(i) A parent who is voluntarily out of the household for reasons other than requirements of the employer, such as unapproved schooling and visiting family members, and is expected to return to the household.	The consumer, the absent parent and the children. Subsection (1)(b) and (d) of this section apply as well as WAC 170-290-0020.
(j) An incarcerated parent.	The incarcerated individual is not part of the household count in determining income and eligibility. DSHS counts all remaining household members. All other family rules in this section apply.
(2) If the consumer's household includes:	DSHS counts the following individuals as part of the family for WCCC eligibility:
(a) Eighteen year old siblings of the children who require care and are enrolled in high school or general equivalency diploma (GED) program.	The eighteen year olds (unless they are a parent themselves), until they turn nineteen or complete high school/GED, whichever comes first. All other family rules in this section apply.
(b) Siblings of the children requiring care who are up to twenty-one years of age and who are participating in an approved program through the school district's special education department under RCW 28A.155.020.	The individual participating in an approved program through RCW 28A.155.020 up to twenty-one years of age (unless they are a parent themselves). All other family rules in this section apply.

[08-08-047, recodified as § 170-290-0015, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0015, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0015, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, §

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388-290-0015, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0020 Eligibility--Special circumstances. (1) A consumer may be eligible for WCCC if he or she is:

(a) An employee at a child care center where the consumer's child receives care and the consumer does not provide direct care to his or her own children during the time WCCC is requested;

(b) A sanctioned WorkFirst participant or an applicant who was terminated by a sanction review panel and in an activity needed to remove a sanction penalty or to reopen his or her case;

(c) A parent in a two-parent family and one parent is not able or available to provide care for the children while the other is working, looking for work, or preparing for work;

(i) "Able" means physically and mentally capable of caring for a child in a responsible manner. If a consumer claims one parent is unable to care for the children, the consumer must provide written documentation from a licensed professional (see WAC 388-448-0020) that states the:

(A) Reason the parent is unable to care for the children;

(B) Expected duration and severity of the condition that keeps the parent from caring for the children; and

(C) Treatment plan if the parent is expected to improve enough to be able to care for the children. The parent must provide evidence from a medical professional showing he or she is cooperating with treatment and is still unable to care for the children.

(ii) "Available" means free to provide care when not participating in an approved work

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activity under WAC 170-290-0040, 170-290-0045, 170-290-0050, or 170-290-0055 during the time child care is needed; or

(d) A married consumer described under WAC 170-290-0005 (1)(d) through (i). Only the consumer or the consumer's spouse must be participating in activities under WAC 170-290-0040, 170-290-0045, 170-290-0050, or 170-290-0055.

(2) A consumer might be eligible for WCCC if his or her children are legally residing in the country, are living in Washington state, and are:

(a) Less than age thirteen; or

(b) Less than age nineteen, and:

(i) Have a verified special need, according to WAC 170-290-0220; or

(ii) Are under court supervision.

(3) Any of a consumer's children who receive care at the same place where the consumer works (other than (1)(a) of this section) are not eligible for WCCC payments but may be included in the consumer's household if they meet the requirements of WAC 170-290-0015. This includes if a consumer works:

(a) In a family home child care in any capacity and his or her children are receiving care at the same home during the consumer's hours of employment; or

(b) In their own home or another location and his or her children receive care at the same location during the consumer's hours of employment.

[08-08-047, recodified as § 170-290-0020, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.04.055, 74.04.057, 74.08.090, 74.08A.260, chapter 74.08A RCW. 06-10-035, § 388-290-0020, filed 4/27/06, effective 6/1/06. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0020, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0020, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory

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Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0020, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0020, filed 12/19/01, effective 1/19/02.]

Rights and Responsibilities

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0025 Consumer rights. When a consumer applies for or receives WCCC benefits, the consumer has the right to:

(1) Be free from discrimination in accordance with all applicable federal and state nondiscrimination laws, regulations, and policies;

(2) Have WCCC eligibility determined within thirty days from his or her application date per WAC 170-290-0100(2);

(3) Be informed, in writing, of his or her legal rights and responsibilities related to WCCC benefits;

(4) Receive a written notice at least ten days before DSHS makes changes to lower or stop benefits except as stated in WAC 170-290-0120;

(5) Ask for an administrative hearing if he or she does not agree with DSHS about a decision per WAC 170-290-0280;

(6) Ask a supervisor or administrator to review a decision or action affecting the consumer's benefits without affecting the right to an administrative hearing;

(7) Have an interpreter or translator service provided by DSHS within a reasonable amount of time and at no cost to the consumer;

(8) Choose a provider as long as the provider meets the requirements in WAC 170-290-0125;

(9) Ask the fraud early detection (FRED) investigator from the division of fraud

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investigations (DFI) to come back at another time. A consumer does not have to let an investigator into his or her home. This request will not affect the consumer's eligibility for benefits. If the consumer refuses to cooperate (provide the information requested) with the investigator, it could affect his or her benefits;

(10) Access his or her child at all times while the child is in child care;

(11) Terminate child care without cause and without notice to the provider. Notice must be given to DSHS within five days of termination;

(12) Not be charged by the consumer's licensed or certified provider, or be made to pay for:

(a) The difference between the provider's private rate and the state maximum rate, when the provider's private rate for child care or the registration fee is higher;

(b) Any day when the consumer's child is absent;

(c) Vacation days when the provider chooses to close;

(d) A higher amount than the state allows for field trips. If the consumer requests, and the provider has a policy in place, the consumer may voluntarily pay the difference between the amount that the state allows and the actual field trip cost;

(e) A preschool tuition fee in addition to regular child care services; or

(f) Child care services after the final day of care, when the provider chooses to stop caring for the consumer's children.

[08-08-047, recodified as § 170-290-0025, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0025, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0025, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0030 Consumers' responsibilities. When a consumer applies for or receives WCCC benefits, the consumer must:

(1) Give DSHS correct and current information so DSHS can determine eligibility and authorize child care payments correctly;

(2) Choose a provider who meets requirements of WAC 170-290-0125;

(3) Pay, or make a plan to have someone pay, the WCCC copayment directly to the child care provider;

(4) Only use WCCC benefits while the consumer is in WCCC approved activities. If the consumer is not in an approved activity and wants to use the provider, he or she must make a plan to pay the provider if the provider wants payment. The provider may charge the consumer the same rate that the provider charges to other parents who are not in the WCCC program;

(5) Pay the provider the same late fees that are charged to other families, if the consumer pays a copayment late or picks up the child late;

(6) Ensure that care is provided in the correct home per WAC 170-290-130 if the consumer uses an in-home/relative provider, and monitor the in-home/relative provider's quality of care to ensure that the child's environmental, physical, nutritional, emotional, cognitive, safety, and social needs are being met;

(7) Cooperate (provide the information requested) with the quality assurance review process to remain eligible for WCCC. A consumer becomes ineligible for WCCC benefits upon a determination of noncooperation by quality assurance and remains ineligible until he or she meets quality assurance requirements. If DSHS determines that a consumer is not cooperating, the consumer will not be eligible for WCCC benefits. The consumer may become eligible again when he or she meets WCCC requirements in part II of this chapter;

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(8) Provide the information requested by DSHS's WCCC staff or the fraud early detection (FRED) investigator. If the consumer refuses to provide the information requested within fourteen days, it could affect his or her benefits;

(9) Document the children's attendance as described in WAC 170-290-0138, 170-295-7030, 170-296-0520, or 170-151-460, as applicable, for that type of provider; and

(10) Provide to his or her in-home/relative provider the names, addresses and telephone numbers of persons who are authorized to pick up the child from care.

[08-08-047, recodified as § 170-290-0030, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0030, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0030, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0030, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0031 Notification of changes. When a consumer applies for or receives WCCC benefits, he or she must:

- (1) Notify DSHS's WCCC staff, within five days, of any change in providers;
- (2) Notify the consumer's provider within ten days when DSHS changes his or her child care authorization;
- (3) Notify DSHS's WCCC staff within ten days of any change in:
 - (a) The number of child care hours the consumer needs (more or less hours);
 - (b) The consumer's household income, including any TANF grant or child support increases or decreases;

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(c) The consumer's household size such as any family member moving in or out of his or her home;

(d) Employment, school or approved TANF activity (starting, stopping or changing);

(e) The address and telephone number of the consumer's in-home/relative provider;

(f) The consumer's home address and telephone number; and

(g) The consumer's legal obligation to pay child support;

(4) Report to DSHS's WCCC staff, within twenty-four hours, any pending charges or conviction information the consumer learns about his or her in-home/relative provider; and

(5) Report to DSHS's WCCC staff, within twenty-four hours, any pending charges or conviction information the consumer learns about anyone sixteen years of age and older who lives with the provider when care occurs outside of the child's home.

[08-08-047, recodified as § 170-290-0031, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0031, filed 3/29/04 and 4/7/04, effective 5/28/04.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0032 Failure to report changes. A consumer's failure to report changes as required in WAC 170-290-0031 within the stated time frames may cause:

(1) A copayment error. The consumer may be required to pay a higher copayment as stated in WAC 170-290-0085; or

(2) A WCCC payment error. If an overpayment occurs, the consumer may receive an overpayment for what the provider is allowed to bill, including billing for absent days (see publication *Child Care Subsidies, A Booklet for Licensed and Certified Child Care Providers*, DEL 22-877, revised 2009).

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[08-08-047, recodified as § 170-290-0032, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0032, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0032, filed 3/29/04 and 4/7/04, effective 5/28/04.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0035 DSHS's responsibilities to consumers. DSHS's WCCC staff is responsible to:

- (1) Treat consumers in accordance with all applicable federal and state nondiscrimination laws, regulations, and policies;
- (2) Determine a consumer's eligibility within thirty days from the date the consumer applied (application date as described in WAC 170-290-0100(2));
- (3) Allow a consumer to choose his or her provider as long as the provider meets the requirements in WAC 170-290-0125;
- (4) Review a consumer's chosen in-home/relative provider's background check results;
- (5) Authorize payments only to child care providers who allow a consumer to access his or her children whenever they are in care;
- (6) Only authorize payment when no adult in a consumer's family (under WAC 170-290-0015) is "able" or "available" (under WAC 170-290-0020) to care for the consumer's children;
- (7) Inform a consumer of:
 - (a) His or her rights and responsibilities under the WCCC program at the time of application and reapplication;
 - (b) The types of child care providers DSHS can pay;

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(c) The community resources that can help a consumer select child care when needed;
and

(d) Any change in a consumer's copayment during the authorization period except under WAC 170-290-0120(5).

(8) Respond to a consumer within ten days if the consumer reports a change of circumstance that affects the consumer's:

(a) WCCC eligibility;

(b) Copayment; or

(c) Providers.

(9) Provide prompt child care payments to a consumer's child care provider; and

(10) Provide an interpreter or translator service within a reasonable amount of time and at no cost to the consumer.

[08-08-047, recodified as § 170-290-0035, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0035, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0035, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0035, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0035, filed 12/19/01, effective 1/19/02.]

Approved Activities

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0040 Approved activities for TANF consumers. If a consumer receives a temporary assistance for needy families (TANF) grant, he or she may be eligible for WCCC benefits, for activities in his or her individual responsibility plan (IRP), for up to a maximum of sixteen hours per day for his or her hours of participation in the following:

(1) An approved WorkFirst activity under WAC 388-310-0200;

(2) Employment or self-employment. "Employment" or "work" means:

(a) Engaging in any legal, income generating activity that is taxable under the United States Tax Code or that would be taxable with or without a treaty between an Indian Nation and the United States; or

(b) Working in a federal or state paid work study program. The consumer may receive WCCC for paid work study and transportation hours (not for the time the consumer is in an unapproved activity).

(3) Transportation time between the location of child care and the consumer's place of employment or approved activity;

(4) Up to ten hours per week of study time before or after regularly scheduled classes or up to three hours of study time per day when needed to cover time between approved classes; and

(5) Up to eight hours per day of sleep time when it is needed, such as if the consumer works nights and sleeps days.

[08-08-047, recodified as § 170-290-0040, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0040, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0040, filed 5/31/02, effective 7/1/02. Statutory Authority:

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RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0040, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0045 Approved activities for consumers not receiving TANF. If a consumer does not receive TANF, he or she may be eligible for WCCC benefits for:

(1) Up to a maximum of sixteen hours per day, including travel, study, and sleep time, for the hours of his or her participation in the following:

(a) Full- or part-time employment or self-employment under WAC 170-290-0050. "Employment" or "work" means:

(i) Legal, income generating activity taxable under the United States Tax Code or that would be taxable with or without a treaty between an Indian Nation and the United States; or

(ii) Federal or state paid work study.

(b) VISTA volunteers, AmeriCorps, JobCorps, and Washington Service Corps (WSC) if the income is taxed;

(c) High school (HS) or general equivalency diploma (GED) program until the consumer reaches his or her twenty-second birthday (the consumer may be enrolled in a HS or GED program without a minimum number of employment hours);

(d) Approved WorkFirst activities according to WAC 388-310-0200 or 388-310-0700 if the consumer is a TANF applicant; or

(e) Food stamp employment and training program under chapter 388-444 WAC.

(2) If a consumer is participating in an activity listed in subsections (3) through (8) of this section, he or she may be eligible for WCCC benefits as described in subsection (1) of this section if the consumer is actually working either:

(a) Twenty or more hours per week; or

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(b) Sixteen or more hours per week in a paid federal or state work study program.

(3) Adult basic education (ABE).

(4) English as a second language (ESL).

(5) High school or GED completion if the consumer is twenty-two years of age or older.

(6) Vocational education (Voc Ed). The Voc Ed program must:

(a) Lead to a degree or certificate in a specific occupation;

(b) Cannot include prerequisite classes or programs; and

(c) Be offered by the following accredited entities only:

(i) Public and private technical college or school;

(ii) Community college; or

(iii) Tribal college.

(7) Job skills training: For no more than fourteen consecutive days. Job skills training is not tied to a specific occupation but is training in specific skills directly related to employment, such as CPR/First Aid, keyboarding, computer programs, project management, and oral and written communication skills. Training offered or required by a current employer, at or off the consumer's job site, may extend past the fourteen consecutive day limit.

(8) Post-employment services under WAC 388-310-1800.

(9) Child care for participation in Voc Ed is limited to thirty-six months regardless of the length of the educational program. The thirty-six months includes the months in which the following occurred at the same time:

(a) WCCC benefits were paid to support the consumer's participation in a Voc Ed program; or

(b) The consumer or someone in his or her household received TANF benefits.

(10) WCCC may be approved for activities listed in WAC 170-290-0040 (2)(b) through (d), when needed.

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[08-08-047, recodified as § 170-290-0045, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.12.340. 06-12-094, § 388-290-0045, filed 6/6/06, effective 7/7/06. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0045, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0045, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0045, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0050 Additional requirements for self-employed WCCC consumers. (1)

Consumers receiving TANF. If a consumer receives TANF and is also self-employed:

(a) The consumer must have an approved self-employment plan in the consumer's IRP under WAC 388-310-1700;

(b) The amount of WCCC a consumer receives for self-employment is equal to the number of hours in his or her approved plan; and

(c) Income from self-employment while the consumer is receiving TANF is determined by WAC 388-450-0085.

(2) **Consumers not receiving TANF.** If a consumer does not receive TANF at the time of application for WCCC and is establishing a new self-employment business (established less than six months):

(a) The hours of care the consumer is eligible to receive for the first six months is based on his or her report of how many hours are needed, up to sixteen hours per day; and

(b) The consumer's self-employment income is based on WAC 170-290-0060.

(c) A consumer is eligible for the calculation discussed in subsection (2)(a) of this section

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one time only. If the consumer changes self-employment during the initial six-month period, any months left are covered by child care according to subsection (2)(a) of this section.

(d) After the first six months of self-employment, the number of hours of WCCC a consumer can receive each month is based on the lesser of subsection (2)(e)(i) or (ii) of this section.

(e) For an established self-employment business (established for six months or more) the number of hours of child care the consumer is eligible to receive is based on whichever is greater:

(i) The consumer's work hours reported in his or her business records; or

(ii) The average number of monthly hours equal to dividing the consumer's monthly self-employment income by the federal or state minimum wage (whichever minimum wage is lower).

[08-08-047, recodified as § 170-290-0050, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0050, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0050, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0050, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0055 Receipt of benefits when not engaged in approved activities.

When care is approved in the situations described in subsections (1) and (2) of this section, the child needs to attend for the provider to bill.

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(1) **Fourteen-day wait period.** DSHS may authorize WCCC payments for a child's attendance in child care for up to fourteen consecutive days when a consumer is waiting to enter an approved activity under WAC 170-290-0040 or 170-290-0045.

(2) **Twenty-eight-day gap period.** DSHS may authorize WCCC payments to ensure a child's continuing attendance in child care for up to twenty-eight consecutive days when a consumer experiences a gap in his or her employment or approved activity. The consumer may be eligible for this twenty-eight-day gap period:

(a) Twice in a calendar year; and

(b) For the same number of units open while the consumer is in the approved activity, not to exceed two hundred thirty hours a month.

(3) In order for a consumer to qualify for the twenty-eight-day gap period:

(a) The consumer must be currently receiving WCCC benefits;

(b) The consumer must report to DSHS within ten days the loss of his or her employment or approved activity; and

(c) The consumer must:

(i) Be looking for another job; or

(ii) Have verbal or written assurance from the consumer's employer or approved activity that the employment or approved activity will resume within the twenty-eight-day gap period.

(4) A consumer is eligible for the minimum copayment during the fourteen-day wait period or twenty-eight-day gap period.

[08-08-047, recodified as § 170-290-0055, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0055, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0055, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, §

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388-290-0055, filed 12/19/01, effective 1/19/02.]

Income and Copayment Calculations

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0060 Countable income. DSHS counts income as money a consumer earns or receives from:

(1) A TANF grant, except when the grant is for the first three consecutive calendar months after the consumer starts a new job. The first calendar month is the month in which he or she starts working;

(2) Child support payments;

(3) Supplemental Security Income (SSI);

(4) Other Social Security payments, such as SSA and SSDI;

(5) Refugee assistance payments;

(6) Payments from the Veterans' Administration, disability payments, or payments from labor and industries (L&I);

(7) Unemployment compensation;

(8) Other types of income not listed in WAC 170-290-0070;

(9) VISTA volunteers, AmeriCorps, and Washington Service Corps (WSC) if the income is taxed;

(10) Gross wages from employment or self-employment. Gross wages includes any wages that are taxable. "Self-employment income" means a consumer's gross income from self-employment minus allowable business expenses in WAC 388-450-0085;

(11) Lump sums as money a consumer receives from a one-time payment such as back child support, an inheritance, or gambling winnings; and

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(12) Income for the sale of property as follows:

(a) If a consumer sold the property before application, DSHS considers the proceeds an asset and does not count as income;

(b) If a consumer sold the property in the month he or she applies or during his or her eligibility period, DSHS counts it as a lump sum payment as described in WAC 170-290-0065 (2);

(c) Property does not include small personal items such as furniture, clothes, and jewelry.

[08-08-047, recodified as § 170-290-0060, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0060, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0060, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0065 Calculation of income. DSHS uses a consumer's countable income when determining his or her income eligibility and copayment. A consumer's countable income is the sum of all income listed in WAC 170-290-0060 minus any child support paid out (through a court order, division of child support administrative order, or tribal government order).

(1) To determine a consumer's income, DSHS:

(a) Determines the number of months, weeks or pay periods it took the consumer's WCCC household to earn the income and divide the income by the same number of months, weeks or pay periods to determine an average monthly amount; or

(b) Uses the best available estimate of the consumer's WCCC household's current income when he or she begins new employment, or if the consumer does not have an income

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history to make an accurate estimate of his or her future income, DSHS may ask the consumer's employer to verify his or her income.

(2) If a consumer receives a lump sum payment (such as money from the sale of property or back child support payment) in the month of application or during his or her WCCC eligibility:

(a) DSHS divides the lump sum payment by twelve to come up with a monthly amount;

(b) DSHS adds the monthly amount to the consumer's expected average monthly income for the month it was received and the remaining months of the current authorization period; and

(c) The consumer must meet income guidelines for WCCC after the lump sum payment is applied to remain eligible for WCCC.

[08-08-047, recodified as § 170-290-0065, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0065, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0065, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0070 Excluded income and deductions. (1) The WCCC program does not count the following income types when determining a consumer's income eligibility and copayment:

(a) Income types as defined in WAC 388-450-0035, 388-450-0040, and 388-450-0055;

(b) Compensatory awards, such as an insurance settlement or court-ordered payment for personal injury, damage, or loss of property;

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- (c) Adoption support assistance and foster care payments;
 - (d) Reimbursements, such as an income tax refund;
 - (e) Diversion cash assistance;
 - (f) Income in-kind that is untaxed, such as working for rent;
 - (g) Military housing and food allowance;
 - (h) The TANF grant for the first three consecutive calendar months after the consumer starts a new job. The first calendar month is the month in which he or she starts working;
 - (i) Payments to the consumer from his or her employer for benefits such as medical plans;
 - (j) Earned income of a WCCC family member defined under WAC 170-290-0015(2);
 - (k) Income of consumers described in WAC 170-290-0005 (1)(c) through (i);
 - (l) Earned income from a minor child who DSHS counts as part of the consumer's WCCC household; and
 - (m) Benefits received by children of Vietnam War veterans who are diagnosed with any forms of manifestations of spina bifida except spina bifida occulta.
- (2) WCCC deducts the amount a consumer pays for child support under court order, division of child support administrative order, or tribal government order, from the consumer's other countable income when figuring his or her eligibility and copayment for the WCCC program.

[08-08-047, recodified as § 170-290-0070, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0070, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0070, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0075 Determining income eligibility and copayment amounts. (1) DSHS takes the following steps to determine a consumer's eligibility and copayment:

- (a) Determine the consumer's family size (under WAC 170-290-0015); and
- (b) Determine the consumer's countable income (under WAC 170-290-0065).

(2) If the consumer's family's countable monthly income falls within the range below, then his or her copayment is:

IF A CONSUMER'S INCOME IS:	THEN THE CONSUMER'S COPAYMENT IS:
At or below 82% of the federal poverty guidelines (FPG)	\$15
Above 82% of the FPG up to 137.5% of the FPG	\$50
Above 137.5% of the FPG through 200% of the FPG	The dollar amount equal to subtracting 137.5% of FPG from countable income, multiplying by 44%, then adding \$50
Above 200% of the FPG, a consumer is not eligible for WCCC benefits.	

(3) DSHS does not prorate the copayment when a consumer uses care for part of a month.

(4) The FPG is updated every year on April 1. The WCCC eligibility level is updated at the same time every year to remain current with the FPG.

[08-08-047, recodified as § 170-290-0075, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0075, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-067, § 388-290-0075, filed 6/27/02, effective 8/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0075, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0082 Eligibility period. DSHS may approve a consumer for a period up to six months. A consumer's eligibility may end before his or her end date as stated in WAC 170-290-0110.

[08-08-047, recodified as § 170-290-0082, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0082, filed 3/29/04 and 4/7/04, effective 5/28/04.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0085 Change in copayment. (1) Once DSHS determines that a consumer is eligible for WCCC benefits, his or her copayment may change when:

- (a) The consumer's monthly income decreases;
- (b) The consumer's family size increases;
- (c) DSHS makes an error in the consumer's copayment computation;
- (d) The consumer did not report all income, activity and household information at the time of eligibility determination or application/reapplication;
- (e) The consumer is no longer eligible for the minimum copayment under WAC 170-290-0090;
- (f) DEL makes a mass change in benefits due to a change in law or program funding;
- (g) The consumer is approved for a new eligibility period; or
- (h) The consumer is approved for the fourteen-day wait period or twenty-eight day gap period as provided in WAC 170-290-0055.

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(2) If a consumer's copayment changes during his or her eligibility period, the change is effective on the first day of the month following DSHS becoming aware of the change.

(3) DSHS does not increase a consumer's copayment during his or her current eligibility period when his or her countable income remains at or below two hundred percent of the FPG, and:

- (a) The consumer's monthly countable income increases; or
- (b) The consumer's family size decreases.

[08-08-047, recodified as § 170-290-0085, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0085, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-067, § 388-290-0085, filed 6/27/02, effective 8/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0085, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0090 Minimum copayment. (1) The minimum copayment is paid when the consumer has countable monthly income at or below eighty-two percent of the federal poverty guidelines.

(2) **First application.** The consumer pays the minimum copayment when he or she first applies for WCCC, and benefits are paid. The consumer pays the minimum copayment beginning in the month that DSHS pays for WCCC child care services, and the first full calendar month thereafter.

(3) **Reapplication.** The consumer pays the minimum copayment when the consumer reapplies for WCCC after a break of at least thirty days in his or her approved activity. The consumer pays the minimum copayment beginning in the month that DSHS pays for WCCC child care services, and the first full calendar month thereafter.

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- (4) The consumer pays the minimum copayment when he or she is a minor parent, and:
 - (a) Receives TANF; or
 - (b) Is part of the parent's or relative's TANF assistance unit.

[08-08-047, recodified as § 170-290-0090, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0090, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0090, filed 12/19/01, effective 1/19/02.]

Start Dates and Eligibility Period

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0095 When WCCC benefits start for TANF consumers. When a consumer receives TANF and is eligible for WCCC, his or her benefits begin when:

- (1) The consumer's eligible provider (under WAC 170-290-0125) is caring for his or her children; and
- (2) The consumer is participating in an approved activity under WAC 170-290-0040 or 170-290-0055.

[08-08-047, recodified as § 170-290-0095, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-

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290-0095, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0095, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0095, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0100 When WCCC benefits start for consumers not receiving TANF. (1)

If a consumer does not receive TANF and is eligible for WCCC, his or her benefits begin as described in WAC 170-290-0055(1) or the date the consumer applies for WCCC and the following requirements are met:

(a) The consumer has turned in all information within thirty days of his or her application date;

(b) The consumer meets all eligibility requirements; and

(c) The consumer's eligible provider (under WAC 170-290-0125) is caring for his or her children.

(2) The consumer's application date is whichever is earlier:

(a) The date the consumer's application is entered into DSHS's automated system; or

(b) The date the consumer's application is date stamped as received.

(3) If a consumer fails to turn in all information within thirty days from his or her application date, the consumer must restart the application process. The consumer's begin date for benefits is described in subsection (2) of this section.

[08-08-047, recodified as § 170-290-0100, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0100, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050

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and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0100, filed 12/19/01, effective 1/19/02.]

[REPEALED: WAC 170-290-0105 How do I reapply for WCCC when my eligibility period is ending?]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0107 Denial of benefits--Date of redetermining eligibility. DSHS sends a consumer a denial letter when the consumer has applied for child care and the consumer:

- (1) Withdraws his or her request;
- (2) Is not eligible due to the consumer's:
 - (a) Family composition;
 - (b) Income; or
 - (c) Activity.
- (3) Did not provide information required to determine the consumer's eligibility according to WAC 170-290-0012;
- (4) If a consumer turns in information or otherwise meets eligibility requirements after DSHS sends the consumer a denial letter, DSHS determines the consumer's benefit begin date by:
 - (a) WAC 170-290-0095 if the consumer is a TANF consumer; or
 - (b) WAC 170-290-0100 if the consumer is not receiving TANF.

[08-08-047, recodified as § 170-290-0107, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0107, filed 3/29/04 and 4/7/04, effective 5/28/04.]

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[REPEALED: WAC 170-290-0108 What happens if I meet eligibility requirements after I receive a denial letter ?]

NEW SECTION

WAC 170-290-0109 New eligibility period. (1) If a consumer wants to receive child care benefits for another eligibility period, he or she must reapply for WCCC benefits before the end of the current eligibility period. To determine if a consumer is eligible, DSHS:

(a) Requests application information before the end date of the consumer's current WCCC eligibility period; and

(b) Verifies the requested information for completeness and accuracy.

(2) A consumer may be eligible for WCCC benefits for a new eligibility period if:

(a) DSHS receives the consumer's application information no later than the last day of the current eligibility period;

(b) The consumer's provider is eligible for payment under WAC 170-290-0125; and

(c) The consumer meets all WCCC eligibility requirements.

(3) If DSHS determines that a consumer is eligible for WCCC benefits based on his or her application information, DSHS notifies the consumer of the new eligibility period and copayment.

(4) When a TANF consumer submits an application after the last day of his or her current eligibility period, the consumer's benefits begin when:

(a) The consumer is participating in an approved TANF/WorkFirst activity; and

(b) The consumer's child is being cared for by his or her eligible WCCC provider.

(5) When a consumer who is not receiving TANF submits an application after the last day of his or her current eligibility period, his or her benefits begin:

(a) On the date that the consumer's application is date-stamped as received in DSHS's

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community service office (CSO) or entered into the CSO automated system, whichever date is earlier;

- (b) When the consumer is participating in an approved activity; and
- (c) The consumer's child is being cared for by his or her eligible WCCC provider.

[]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0110 Termination of and redetermining eligibility for benefits. (1) DSHS stops a consumer's eligibility for WCCC benefits when:

(a) The consumer's monthly copayment is higher than the state maximum monthly rate for all of the consumer's children in care under WAC 170-290-0005; or

(b) The consumer does not:

(i) Pay copayment fees assessed by DSHS and the consumer does not make mutually acceptable arrangements with his or her child care provider to pay the copayment;

(ii) Complete the requested application before the deadline noted in WAC 170-290-0109 (2)(a);

(iii) Meet other WCCC eligibility requirements related to family size, income and approved activities; or

(iv) Cooperate with the quality assurance review process or with the DSHS division of fraud investigations.

(2) A consumer may be eligible for WCCC again when the consumer meets all WCCC eligibility requirements, and:

(a) The consumer paid back copayment fees;

(b) The consumer made mutually acceptable payment arrangements with his or her

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child care provider; or

(c) The consumer cooperated with the quality assurance review process or with the DSHS division of fraud investigations.

[08-08-047, recodified as § 170-290-0110, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0110, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0110, filed 12/19/01, effective 1/19/02.]

Notice

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0115 Notice of payment changes. DSHS provides WCCC consumers with at least ten days written notice for changes to payments related to suspension, reduction, or termination of benefits, or forces a change in child care arrangements, except as noted in WAC 170-290-0120.

[08-08-047, recodified as § 170-290-0115, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0115, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0120 When notice of payment changes is not required. DSHS does not give a consumer notice in the following circumstances:

- (1) The consumer tells DSHS that he or she no longer wants WCCC;
- (2) The consumer's whereabouts are unknown to DSHS;
- (3) The consumer is receiving duplicate child care benefits;
- (4) The consumer's current eligibility period is scheduled to end;
- (5) The consumer's new eligibility period results in a change in child care benefits;
- (6) The location where child care occurs does not meet requirements under WAC 170-290-0130; or
- (7) DSHS determines that a consumer's in-home/relative provider:
 - (a) Is not of suitable character and competence;
 - (b) May cause a risk of harm to the consumer's children based on the provider's physical or mental health; or
 - (c) Has been convicted of, or has charges pending for crimes on the DEL director's list in WAC 170-06-0120.

[08-08-047, recodified as § 170-290-0120, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0120, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0120, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0120, filed 12/19/01, effective 1/19/02.]

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Eligible Child Care Providers

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0125 Eligible child care providers. To receive payment under the WCCC program, a consumer's child care provider must be:

(1) **A licensed, certified, or DEL-contracted provider.**

(a) Licensed providers are:

(i) Currently licensed as required by chapter 43.215 RCW and chapters 170-295, 170-296, or 170-151 WAC; or

(ii) Meeting the provider's state's licensing regulations, for providers who care for children in states bordering Washington. DSHS pays the lesser of the following to qualified child care facilities in bordering states:

(A) The provider's private pay rate for that child; or

(B) The DSHS maximum child care subsidy daily rate for the DSHS region where the child resides.

(b) Certified providers are exempt from licensing but certified by DEL, such as:

(i) Tribal child care facilities that meet the requirements of tribal law;

(ii) Child care facilities on a military installation; and

(iii) Child care facilities operated on public school property by a school district.

(c) DEL-contracted seasonal day camp have a contract with DEL to provide subsidized child care; or

(2) **An in-home/relative provider.** Providers other than those specified in subsection (1) of this section must meet the requirements in WAC 170-290-0130.

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[08-08-047, recodified as § 170-290-0125, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0125, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0125, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0125, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0130 In-home/relative providers--Eligibility. (1) To be eligible as an in-home/relative provider to care for children under WCCC, the applicant must be:

- (a) Eighteen years of age or older;
- (b) A citizen or legal resident of the U.S.; and
- (c) Meet all of the requirements listed in WAC 170-290-0135.

(2) Additionally, eligible in-home/relative providers must:

- (a) Meet all applicable background check requirements in part II of this chapter;
- (b) Agree to provide care, supervision, and daily activities based on the child's developmental needs, including environmental, physical, nutritional, emotional, cognitive, safety, and social needs; and

(c) Bill only for actual hours of care provided. Those hours must be authorized by DSHS, and used by the parent for his or her DSHS approved activities or work hours.

(3) The following eligible in-home/relative providers, except those providers residing with a disqualified person, may provide care in either their home or the child's home:

- (a) Adult siblings that live outside the child's home;
- (b) Extended tribal family members;
- (c) Grandparent or great-grandparent; or

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(d) Aunt or uncle, or great-aunt or great-uncle.

(4) All other eligible providers, including other family members, friends, neighbors, or nannies must provide care in the child's home only.

(5) The following persons are not eligible to provide in-home/relative care under part II of this chapter:

(a) The child's biological, adoptive, or step-parent;

(b) The child's legal guardian or the guardian's spouse or live-in partner; or

(c) Another adult acting in loco parentis or that adult's spouse or live-in partner.

(6) WCCC consumers may have up to two in-home/relative providers authorized for payment during the consumer's eligibility period, plus one back-up provider, either licensed or in-home/relative also authorized to care for the consumer's children.

(7) WCCC consumers who choose in-home/relative care are responsible to monitor the environment and child care services they receive from their provider. WCCC consumers must ensure that their children who receive subsidized child care outside of their own home are current on all Washington state immunizations, except in cases based on religious preference or medical conditions.

[08-08-047, recodified as § 170-290-0130, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0130, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0130, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0130, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0130, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0135 In-home/relative providers--Information provided to DSHS. (1)

When a consumer chooses in-home/relative child care, the consumer and the provider must give DSHS the following information:

- (a) The in-home/relative provider's legal name, address, and telephone number;
- (b) A copy of the provider's valid Social Security card;
- (c) A copy of the provider's photo identification;
- (d) A completed, signed and dated background check form; and
- (e) A completed WCCC application form, signed and dated by the consumer and the provider, in which they both attest that the provider is:
 - (i) Of suitable character and competence;
 - (ii) Of sufficient physical and mental health to be a safe child care provider and meet the needs of the children in care;
 - (iii) Able to work with the children without using corporal punishment or psychological abuse;
 - (iv) Able to accept and follow instructions;
 - (v) Able to maintain personal cleanliness;
 - (vi) Prompt and regular in job attendance; and
 - (vii) Informed about basic health practices, prevention and control of infectious disease, and immunizations.

(2) If DSHS requests it, the consumer and/or the provider must provide written medical or legal evidence that the in-home/relative provider is of sufficient physical and mental health to provide safe, reliable and developmentally appropriate child care services.

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[08-08-047, recodified as § 170-290-0135, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0135, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0135, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0135, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0135, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0138 In-home/relative providers--Responsibilities. An in-home/relative provider must:

(1) Provide care, supervision, and daily activities based on the child's developmental needs;

(2) Report to DSHS within ten days any changes to their legal name, address or telephone number;

(3) Report to DSHS within twenty-four hours any pending charges or convictions they have;

(4) Report to DSHS within twenty-four hours any pending charges or convictions for anyone sixteen years of age and older who lives with the provider, including any person sixteen years of age or older who newly resides with the provider, when the provider cares for the child in the provider's home. Background checks must be completed for these persons as provided in WAC 170-290-0143;

(5) Bill only for actual hours of care provided. Those hours must be authorized by DSHS, and used by the consumer for his or her DSHS approved activities;

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- (6) Bill for no more than six children at one time during the same hours of care;
- (7) Keep attendance records for five years documenting the days and hours of care provided;
- (8) Have the consumer sign and date the records at least weekly, verifying the accuracy of the dates and times;
- (9) Repay any overpayments under WAC 170-290-0268; and
- (10) Provide any of the records in subsections (7) and (8) of this section that are requested by DSHS or DEL, within fourteen consecutive calendar days of the request.

[08-08-047, recodified as § 170-290-0138, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0138, filed 10/31/05, effective 12/1/05.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0140 In-home/relative providers--Ineligibility. DSHS does not pay for the cost of child care provided by an in-home/relative provider if:

- (1) The provider does not meet the requirements listed in WAC 170-290-0130, 170-290-0135, and 170-290-0138;
- (2) The provider has been convicted of, or has charges pending for crimes on the DEL director's list in WAC 170-06-0120;
- (3) DSHS has not received all background check results under WAC 170-290-0143(1) and 170-290-0150; or
- (4) DSHS determines a consumer's provider is not of suitable character and competence or of sufficient physical or mental health to meet the needs of the child in care, or the consumer's child may be at risk of harm by this provider, as indicated by information other than

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conviction information. DSHS will use criteria, such as the following, when reviewing information about incidents, issues, reports, and findings:

- (a) Recency;
- (b) Seriousness;
- (c) Type;
- (d) Frequency; and
- (e) Relationship of the information obtained to the direct care of a child, including but not limited to, impacts to the child's environmental, physical, nutritional, emotional, cognitive, safety, and social needs.

[08-08-047, recodified as § 170-290-0140, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0140, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0140, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0140, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0143 In-home/relative providers--Background checks--Required persons. (1) Background checks for eligible licensed and certified providers are covered under chapter 170-06 WAC.

- (2) A background check must be completed for:
 - (a) All in-home/relative providers who apply to care for a WCCC consumer's child; and
 - (b) Any individual sixteen years of age or older who is residing with a provider when the provider cares for the child in the provider's own home.

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(3) A background check must be completed for individuals listed in subsection (2)(a) and (b) of this section at least every two years.

(4) Additional background checks must be completed for individuals listed in subsection (2)(a) and (b) of this section when:

(a) Any individual sixteen years of age or older is newly residing with a provider when the provider cares for the child in the provider's own home;

(b) DSHS has a valid reason to check more frequently;

(c) An in-home/relative provider applies to provide care for a family, such as when:

(i) A break in service occurs to the current consumer;

(ii) There is a break in consumer eligibility; or

(iii) A provider is currently providing care and there are no prior background results for this provider.

(5) DSHS does not need to request a new background check for an individual in subsection (2)(a) or (b) if:

(a) DSHS has results that were received no more than ninety days prior to the current requested start date of care; and

(b) The results indicate there is no record.

[08-08-047, recodified as § 388-290-0143, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0143, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0143, filed 6/27/02, effective 7/1/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0145 In-home/relative providers--Background checks--Reasons and notification. (1) DSHS requires background checks to:

- (a) Help safeguard the health, safety, and well-being of children;
- (b) Reduce the possible risk of harm from persons who have been convicted or have charges pending of certain crimes having access to WCCC children; and
- (c) Help consumers make informed decisions about individuals who have access to their children.

(2) DSHS notifies the WCCC consumer, after receiving the results of the background checks, if the consumer's chosen provider is an eligible provider under the WCCC rules.

(3) DSHS also notifies the consumer of the following results from the completed background checks:

- (a) No background information is found given current sources of information;
- (b) Background information is found, but the information will not disqualify the individual being checked; or
- (c) Background information is found that disqualifies the individual being checked.

[08-08-047, recodified as § 170-290-0145, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0145, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0145, filed 6/27/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0145, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0150 In-home/relative providers--Background checks--Included information and sources. (1) DSHS obtains background information, at a minimum, from the Washington state patrol under chapter 10.97 RCW and RCW 43.43.830 through 43.43.837 via the background check central unit (BCCU).

(2) The background information includes, at a minimum, criminal convictions and pending charges. Additional sources may include:

- (a) Child/adult protective service case information;
- (b) Civil judgments, determinations, or disciplinary board final decisions of abuse or neglect;
- (c) Other states and federally recognized Indian tribes;
- (d) The department of corrections and the courts;
- (e) The individual being checked, if he or she self-discloses information; and
- (f) Law enforcement records of convictions and pending charges in other states or locations if reports from credible community sources indicate a need to investigate another state's records.

[08-08-047, recodified as § 170-290-0150, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0150, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0150, filed 6/27/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0150, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0155 In-home/relative providers--Background checks--Subsequent steps. After DSHS receives the background information, DSHS:

(1) Compares the background information with convictions of, or charges pending for crimes on the DEL director's list in WAC 170-06-0120;

(2) Reviews the background information using the following rules:

(a) DSHS gives the same weight to a pending charge for a crime as a conviction;

(b) If the conviction has been renamed, DSHS gives the same weight as the previous named conviction. For example, larceny is now called theft;

(c) DSHS gives convictions whose titles are preceded with the word "attempted" the same weight as those titles without the word "attempted"; and

(d) DSHS does not consider the crime a conviction for the purposes of WCCC when:

(i) It has been pardoned; or

(ii) A court of law acts to expunge, dismiss, or vacate the conviction record.

(3) Notifies the consumer whether or not the provider has been disqualified for WCCC;

(4) Allows the consumer to decide character and suitability of the provider when an individual is not automatically disqualified due to the background information from the record of arrests and prosecutions (RAP) sheet or other information available to DSHS; and

(5) Denies or stops payment when the background information disqualifies the individual being checked.

[08-08-047, recodified as § 170-290-0155, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0155, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st

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sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0155, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0155, filed 6/27/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0155, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0160 In-home/relative providers--Background checks--Disqualified providers. (1) If a consumer's provider or an individual listed in WAC 170-290-0143(2) has a background containing a permanently disqualifying conviction for crimes on the DEL director's list in WAC 170-06-0120(1), DSHS permanently disqualifies the person as an in-home/relative provider for WCCC.

(2) If the conditions in WAC 170-290-0167 (1)(a) and (b) are met, the disqualifying background of an individual sixteen years of age or over living with the provider may not permanently disqualify the provider.

[08-08-047, recodified as § 170-290-0160, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0160, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0160, filed 6/27/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0160, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0165 In-home/relative providers--Background checks--Other disqualifying information. (1) DSHS can disqualify a consumer's in-home/relative provider if the individual being checked has a background containing information other than conviction information that DSHS determines:

(a) Makes the individual not of suitable character and competence or of sufficient physical or mental health to meet the needs of the child in care; or

(b) Puts the consumer's child at risk for harm.

(2) If an individual being checked has a background containing a five-year disqualifying conviction for crimes on the DEL director's list in WAC 170-06-0120(2), the consumer's provider is disqualified as an in-home/relative provider for WCCC for five years after the conviction date.

(3) If an individual being checked has:

(a) A conviction listed in subsection (2) of this section, and it has been more than five years; or

(b) Any conviction other than those crimes on the DEL director's list in WAC 170-06-0120, DSHS allows the consumer to determine the provider's character, suitability, and competence by reviewing important information such as the:

(i) Amount of time that has passed since the conviction;

(ii) Seriousness of the crime that led to the conviction;

(iii) Individual's age at the time of conviction;

(iv) Individual's behavior since the conviction;

(v) Number and types of convictions in the individual's background; and

(vi) Individual's verification, if any, of successful completion of all court-ordered programs and restitution.

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(4) If conditions in WAC 170-290-0167 (1)(a) and (b) are met, the disqualifying background of an individual sixteen years of age or over living with the provider may not disqualify the provider.

[08-08-047, recodified as § 170-290-0165, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0165, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0165, filed 6/27/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0165, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0167 In-home/relative providers--Background checks--Disqualified person living with the provider. (1) If a consumer's in-home/relative provider is disqualified based only on the disqualifying background of a person living with the provider, then:

(a) Child care is allowed only in the child's home away from the disqualified individual, regardless of whether or not the provider meets the other qualifications listed in WAC 170-290-0130; and

(b) The consumer and provider sign an agreement with DSHS stating that:

(i) Care will occur only in the child's home; and

(ii) There is no contact between the child and disqualified person during child care hours.

(2) The consumer may also choose to select a licensed child care center or family child care home provider, or submit an application for a different in-home/relative provider.

(3) If DSHS becomes aware that the consumer and provider are not meeting the

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conditions in subsection (1)(a) and (b) of this section:

(a) DSHS may terminate payments without notice; and

(b) The consumer may be subject to an overpayment under WAC 170-290-0271.

[08-08-047, recodified as § 170-290-0167, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0167, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-14-066, § 388-290-0167, filed 6/27/02, effective 7/1/02.]

Subsidy Rates and Fees

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0180 WCCC subsidy rates--Effective date. State child care subsidy rates (full day, half-day and hourly) in part II of this chapter are effective on July 1, 2009, and are subject to legislative change.

[08-08-047, recodified as § 170-290-0180, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2005 c 518 § 207(3). 05-20-051, § 388-290-0180, filed 9/30/05, effective 11/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0180, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0180, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0185 WCCC subsidy rates--Five-year-old children. The rate paid for a five-year-old child is:

- (1) The preschool rate for a child who has not entered kindergarten; or
- (2) The school-age rate for a child who has entered kindergarten.

[08-08-047, recodified as § 170-290-0185, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0185, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0190 WCCC authorized and additional payments--Determining units of care. (1) DSHS may pay for the following child care hours:

- (a) Half-day care, which is less than one hundred ten hours per calendar month; and
 - (b) Full-day care, which is one hundred ten or more hours per calendar month.
- (2) DSHS authorizes:
- (a) Full-day child care to licensed or certified facilities and DEL contracted seasonal day camps when a consumer's children need care for five or more hours per day;
 - (b) Half-day child care to licensed or certified facilities and DEL contracted seasonal day camps when a consumer's children need care for less than five hours per day;
 - (c) Hourly child care for in-home/relative child care;
 - (d) A registration fee (under WAC 170-290-0245);

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(e) A field trip fee (under WAC 170-290-0247);

(f) Special needs care when the child has a documented need for a higher level of care (under WAC 170-290-0220, 170-290-0225, 170-290-0230, and 170-290-0235); and

(g) A nonstandard hours bonus under WAC 170-290-0249.

(3) DSHS may authorize up to the provider's private pay rate if:

(a) The parent is a WorkFirst participant; and

(b) Appropriate child care, at the state rate, is not available within a reasonable distance from the home or work (activity) site.

"Appropriate" means licensed or certified child care under WAC 170-290-0125, or an approved in-home/relative provider under WAC 170-290-0130.

"Reasonable distance" is determined by comparing what other local families must travel to access appropriate child care.

(4) DSHS authorizes an additional amount of care if:

(a) More than ten hours of care is provided per day (up to a maximum of sixteen hours a day); and

(b) The provider's policy is to charge all families for these extra hours.

[08-08-047, recodified as § 170-290-0190, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.12.340. 06-12-094, § 388-290-0190, filed 6/6/06, effective 7/7/06. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2005 c 518 § 207(3). 05-20-051, § 388-290-0190, filed 9/30/05, effective 11/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0190, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0190, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0190, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0200 Daily child care rates--Licensed or certified child care centers and DEL contracted seasonal day camps. (1) DSHS pays the lesser of the following to a licensed or certified child care center or DEL contracted seasonal day camp:

(a) The provider's private pay rate for that child; or

(b) The maximum child care subsidy daily rate for that child as listed in the following table:

		Infants (One month - 11 mos.)	Toddlers (12 - 29 mos.)	Preschool (30 mos. - 5 yrs)	School-age (5 - 12 yrs)
Region 1	Full-Day	\$ 28.53	\$23.99	\$22.67	\$21.34
	Half-Day	\$14.28	\$12.00	\$11.34	\$10.67
Spokane County	Full-Day	\$29.18	\$24.54	\$23.19	\$21.83
	Half-Day	\$14.61	\$12.28	\$11.61	\$10.91
Region 2	Full-Day	\$28.81	\$24.05	\$22.30	\$19.73
	Half-Day	\$14.41	\$12.03	\$11.15	\$9.88
Region 3	Full-Day	\$38.13	\$31.79	\$27.46	\$26.67
	Half-Day	\$19.07	\$15.89	\$13.73	\$13.34
Region 4	Full-Day	\$44.38	\$37.06	\$31.09	\$28.00
	Half-Day	\$22.63	\$18.54	\$15.55	\$14.00
Region 5	Full-Day	\$32.54	\$28.00	\$24.65	\$21.88
	Half-Day	\$16.26	\$14.00	\$12.32	\$10.95
Region 6	Full-Day	\$31.99	\$27.46	\$23.99	\$23.46
	Half-Day	\$16.01	\$13.73	\$12.00	\$11.74

(i) Centers in Clark County are paid Region 3 rates.

(ii) Centers in Benton, Walla Walla, and Whitman counties are paid Region 6 rates.

(2) The child care center WAC 170-295-0010 allows providers to care for children from one month up to and including the day before their thirteenth birthday. The provider must obtain a child-specific and time-limited waiver from their child care licensor to provide care for a child outside the age listed on the center's license. If the provider has a waiver to care for a child who has reached his or her thirteenth birthday, the payment rate is the same as subsection (1) of this section, and the five-to-twelve-year age range column is used for

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comparison.

(3) If the center provider cares for a child who is thirteen or older, the provider must have a child-specific and time-limited waiver and the child must meet the special needs requirement according to WAC 170-290-0220.

[08-08-047, recodified as § 170-290-0200, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2005 c 518 § 207(3). 05-20-051, § 388-290-0200, filed 9/30/05, effective 11/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0200, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0200, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0200, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0205 Daily child care rates--Licensed or certified family home child care providers. (1) DSHS pays the lesser of the following to a licensed or certified family home child care provider:

(a) The provider's private pay rate for that child; or

(b) The maximum child care subsidy daily rate for that child as listed in the following table.

		Infants (Birth - 11 mos.)	Enhanced Toddlers (12 - 17 mos.)	Toddlers 18 - 29 mos.)	Preschool (30 mos. - 5 yrs)	School-age (5 - 11 yrs)
Region 1	Full-Day	\$ 24.29	\$24.29	\$21.12	\$21.12	\$18.78
	Half-Day	\$ 12.14	\$12.14	\$10.56	\$10.56	\$ 9.39
Spokane County	Full-Day	\$ 24.84	\$24.84	\$21.60	\$21.60	\$19.21
	Half-Day	\$ 12.42	\$12.42	\$10.80	\$10.80	\$ 9.60
Region 2	Full-Day	\$ 25.65	\$25.65	\$22.30	\$19.95	\$19.95
	Half-Day	\$ 12.82	\$12.82	\$11.15	\$ 9.97	\$ 9.97

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Region 3	Full-Day	\$ 34.03	\$34.03	\$29.33	\$25.81	\$23.46
	Half-Day	\$ 17.02	\$17.02	\$14.67	\$12.91	\$11.74
Region 4	Full-Day	\$ 40.04	\$40.04	\$34.81	\$29.33	\$28.16
	Half-Day	\$ 20.03	\$20.03	\$17.42	\$14.67	\$14.08
Region 5	Full-Day	\$26.99	\$26.99	\$23.46	\$22.30	\$19.95
	Half-Day	\$13.50	\$13.50	\$11.74	\$11.15	\$ 9.97
Region 6	Full-Day	\$26.99	\$26.99	\$23.46	\$23.46	\$22.30
	Half-Day	\$13.50	\$13.50	\$11.74	\$11.74	\$11.15

(2) The family home child care WAC 170-296-0020 and 170-296-1350 allows providers to care for children from birth up to and including the day before their twelfth birthday. The provider must obtain a child-specific and time-limited waiver from their child care licensor to provide care for a child outside the age listed on their license. If the provider has a waiver to care for a child who has reached their twelfth birthday, the payment rate is the same as subsection (1) of this section, and the five to eleven year age range column is used for comparison.

(3) If the family home provider cares for a child who is thirteen or older, the provider must have a child-specific and time-limited waiver and the child must meet the special needs requirement according to WAC 170-290-0220.

(4) DSHS pays family home child care providers at the licensed home rate regardless of their relation to the children (with the exception listed in subsection (5) of this section). Refer to subsection (1) and the five to eleven year age range column for comparisons.

(5) DSHS cannot pay family home child care providers to provide care for children in their care if the provider is:

- (a) The child's biological, adoptive or step-parent;
- (b) The child's legal guardian or the guardian's spouse or live-in partner; or
- (c) Another adult acting in loco parentis or that adult's spouse or live-in partner.

[08-08-047, recodified as § 170-290-0205, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2005 c 518 § 207(3). 05-20-051, § 388-290-0205, filed 9/30/05, effective 11/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0205, filed 3/29/04 and 4/7/04,

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effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0205, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0205, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0220 Special needs rates--Qualification. To qualify for the special needs daily rate your child must either:

- (1) Be thirteen up to nineteen years old and be under court supervision; or
- (2) Be less than nineteen years old; and
 - (a) Have a verified physical, mental, emotional, or behavioral condition that requires a higher level of care while in the care of a licensed or certified facility, a DEL contracted seasonal day camp or an in-home/relative provider; and
 - (b) Have their condition and need for higher level of care verified by an individual who is not employed by the child care facility and is either a:
 - (i) Health, mental health, education or social service professional with at least a master's degree; or
 - (ii) Registered nurse.

[08-08-047, recodified as § 170-290-0220, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0220, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0220, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0225 Special needs rates--Child care centers and seasonal day camps.

(1) In addition to the rate listed in WAC 170-290-0200, DSHS authorizes special needs daily rates to licensed or certified child care centers or DEL contracted seasonal day camps after a consumer has verified that his or her child has a special need and requires a higher level of care according to WAC 170-290-0220, according to whichever of the following is greater:

(a) The provider's reasonable documented additional cost associated with the care of the child; or

(b) The daily rate listed in the table below:

		Infants (One month - 11 mos.)	Toddlers (12 – 29 mos.)	Preschool (30 mos. - 5 yrs)	School-age (5 - 12 yrs)
Region 1	Full-Day	\$7.30	\$6.14	\$5.80	\$5.45
	Half-Day	\$3.65	\$3.07	\$2.90	\$2.73
Region 2	Full-Day	\$7.36	\$6.15	\$5.70	\$5.05
	Half-Day	\$3.68	\$3.08	\$2.85	\$2.52
Region 3	Full-Day	\$9.75	\$8.13	\$7.02	\$6.82
	Half-Day	\$4.88	\$4.06	\$3.51	\$3.41
Region 4	Full-Day	\$11.35	\$9.48	\$7.95	\$7.16
	Half-Day	\$5.67	\$4.74	\$3.98	\$3.58
Region 5	Full-Day	\$8.32	\$7.16	\$6.30	\$5.59
	Half-Day	\$4.16	\$3.58	\$3.15	\$2.80
Region 6	Full-Day	\$8.18	\$7.02	\$6.14	\$6.00
	Half-Day	\$4.09	\$3.51	\$3.07	\$3.00

(i) Centers in Clark County are paid Region 3 rates.

(ii) Centers in Benton, Walla Walla, and Whitman counties are paid Region 6 rates.

(2) The child care provider must verify the child's additional care needs when they request a rate above that listed in subsection (1)(b) of this section. The verification should include details about all of the child's additional needs in relevant areas such as environmental accommodations, ambulation, eating, personal hygiene, communication, and behavior.

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(3) If a provider is requesting one-on-one supervision or direct care for the child with special needs the person providing the one-on-one care must be:

(a) At least eighteen years of age; and

(b) Meet the requirements for being an assistant under chapter 170-295 WAC.

(4) If the provider has a waiver to care for a child who:

(a) Is thirteen years or older; and

(b) Has special needs according to WAC 170-290-0220, DSHS authorizes the special needs payment rate as described in subsection (1) of this section using the five to twelve year age range for comparison.

[08-08-047, recodified as § 170-290-0225, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0225, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0225, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0225, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0230 Special needs rates--Family home child care providers. (1) In addition to the rate listed in WAC 170-290-0205, DSHS authorizes special needs daily rates to licensed or certified family home child care providers after the consumer has verified that his or her child has a special need and requires a higher level of care according to WAC 170-290-0220, according to whichever of the following is greater:

(a) The provider's reasonable documented additional cost associated with the care of the child; or

(b) The daily rate listed in the table below:

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		Infants (Birth – 11 mos.)	Toddlers (12 – 29 mos.)	Preschool (30 mos. - 5 yrs)	School-age (5 - 11 yrs)
Region 1	Full-Day	\$6.00	\$5.40	\$5.40	\$4.80
	Half-Day	\$3.00	\$2.70	\$2.70	\$2.40
Region 2	Full-Day	\$6.00	\$5.70	\$5.10	\$5.10
	Half-Day	\$3.00	\$2.85	\$2.55	\$2.55
Region 3	Full-Day	\$8.70	\$7.50	\$6.60	\$6.00
	Half-Day	\$4.35	\$3.75	\$3.30	\$3.00
Region 4	Full-Day	\$9.00	\$8.90	\$7.50	\$7.20
	Half-Day	\$4.50	\$4.45	\$3.75	\$3.60
Region 5	Full-Day	\$6.60	\$6.00	\$5.70	\$5.10
	Half-Day	\$3.30	\$3.00	\$2.85	\$2.55
Region 6	Full-Day	\$6.60	\$6.00	\$6.00	\$5.70
	Half-Day	\$3.30	\$3.00	\$3.00	\$2.85

(2) A family home child care provider must verify the child's additional care needs when they request a rate above that listed in subsection (1)(b) of this section. The verification should include details about all of the child's additional needs in relevant areas such as environmental accommodations, ambulation, eating, personal hygiene, communication, and behavior.

(3) If the provider has a waiver to care for a child who:

(a) Is twelve years or older; and

(b) Has special needs according to WAC 170-290-0220, DSHS authorizes the special needs payment rate as described in subsection (1) of this section using the five to eleven year age range for comparison.

(4) If a provider is requesting one-on-one supervision/direct care for the child with special needs, the person providing the one-on-one care must be:

(a) At least eighteen years old; and

(b) Meet the requirements for being an assistant under chapter 170-296 WAC.

[08-08-047, recodified as § 170-290-0230, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0230, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0230, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, §

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388-290-0230, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0235 Special needs rates--In-home/relative providers. (1) DSHS authorizes a base rate of two dollars and twenty cents an hour for in-home/relative child care when a child has verified special needs and requires a higher level of care according to WAC 170-290-0220.

(2) In addition to the base rate, the state authorizes whichever of the following is greater:

- (a) Sixty-two cents per hour, for a total of two dollars and eighty-two cents per hour; or
- (b) The provider's reasonable documented additional cost associated with the care for that child.

(3) The in-home/relative provider must verify the child's additional care needs when they request a rate above that listed in subsection (2)(a) of this section. The verification must include details about all the child's additional needs in relevant areas such as environmental accommodations, ambulation, eating, personal hygiene, communication, and behavior.

(4) If other children in the home are also authorized for in-home/relative care with the same provider, DSHS authorizes two dollars and twenty cents per hour for the child who needs the greatest number of hours of care and two dollars and seventeen cents per hour for the care of each additional child in the family.

[08-08-047, recodified as § 170-290-0235, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0235, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0235,

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filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0240 Child care subsidy rates--In-home/relative providers. (1) When a consumer employs an in-home/relative provider, the maximum DSHS pays for child care is two dollars and twenty cents per hour for the child who needs the greatest number of hours of care and two dollars and seventeen cents per hour for the care of each additional child in the family.

(2) DSHS may pay above the maximum hourly rate for children who have special needs under WAC 170-290-0235.

(3) DSHS makes the WCCC payment directly to a consumer's eligible provider.

(4) When appropriate, DSHS pays the employer's share of the following:

(a) Social Security and Medicare taxes (FICA) up to the wage limit;

(b) Federal Unemployment Taxes (FUTA); and

(c) State unemployment taxes (SUTA) when applicable.

(5) If an in-home/relative provider receives less than the wage base limit per family in a calendar year, DSHS refunds all withheld taxes to the provider.

[08-08-047, recodified as § 170-290-0240, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0240, filed 10/31/05, effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0240, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0240, filed 12/19/01, effective 1/19/02.]

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0245 Registration fees. (1) DSHS may pay licensed or certified child care providers and DEL contracted seasonal day camps a registration fee when:

- (a) A child is first enrolled by the consumer for child care with a provider;
- (b) A consumer enrolls their child with a new child care provider during their eligibility period; or

(c) A child has more than a sixty-day break in child care services with the same provider, and it is the provider's policy to charge all parents this fee when there is a break in service.

(2) A registration fee will be paid only once per calendar year for children who are cared for by the same provider, even if the provider receives subsidy payments under different subsidy programs during this time period for the enrolled children, unless there is a break of sixty days or more as provided in subsection (1)(c) of this section.

[08-08-047, recodified as § 170-290-0245, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0245, filed 3/29/04 and 4/7/04, effective 5/28/04. Statutory Authority: RCW 74.04.050, 74.13.085. 02-12-069, § 388-290-0245, filed 5/31/02, effective 7/1/02. Statutory Authority: RCW 74.04.050 and C.F.R. Parts 98 and 99 (Child Care Development Fund Rules). 02-01-135, § 388-290-0245, filed 12/19/01, effective 1/19/02.]

AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0247 Field trip fees. (1) DSHS pays licensed or certified child care providers and DEL contracted seasonal day camps a monthly field trip fee up to twenty dollars per child or the provider's actual cost for the field trip, whichever is less, only if the fees are required of all parents whose children are in the provider's care. The field trip fee is to cover the provider's actual expenses for:

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- (a) Admission;
 - (b) Transportation (not to include the provider's gas and insurance); and
 - (c) The cost of hiring a nonemployee to provide an in-house field trip activity.
- (2) The field trip fee can only be reimbursed for children three years of age and older.

[08-08-047, recodified as § 170-290-0247, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0247, filed 3/29/04 and 4/7/04, effective 5/28/04.]

NEW SECTION

WAC 170-290-0249 Nonstandard hours bonus. (1) A consumer's provider may receive a nonstandard hours bonus (NSHB) payment of fifty dollars per child per month for care provided in January 2008 or later if:

- (a) The provider is licensed or certified;
 - (b) The provider provides at least forty hours of nonstandard hours care during one month; and
 - (c) The total cost of the NSHB to the state does not exceed the amount appropriated for this purpose by the legislature for the current state fiscal year.
- (2) Nonstandard hours are defined as:
- (a) Weekdays before 6 a.m. or after 6 p.m.;
 - (b) Saturdays and Sundays; and
 - (c) Legal holidays, as defined in RCW 1.16.050.

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[REPEALED: WAC 170-290-0260 Who has the right to ask for a hearing and how do they ask for one? WAC 170-290-0265 When can I get WCCC benefits pending the outcome of a hearing? These rules are moved to new WAC 170-290-0280 and 170-290-0285]

Payment Discrepancies

NEW SECTION

WAC 170-290-0266 Payment discrepancies--Generally. (1) Payment discrepancies include both underpayments and overpayments.

(2) For providers or consumers not covered under WAC 170-290-0267 through 170-290-0275, payment discrepancies are subject to chapter 388-410 WAC (benefit errors).

(3) For providers covered under the collective bargaining agreement, all other payment discrepancy issues are covered under WAC 170-290-0275.

[]

NEW SECTION

WAC 170-290-0267 Payment discrepancies--Provider underpayments. (1) Underpayments to a provider occur if DSHS pays less than the amount the provider is eligible to receive.

(2) Underpayment requests will only be considered by DSHS if the provider submitted his or her original invoice for payment to DSHS no later than twelve months after the date of service.

[]

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NEW SECTION

WAC 170-290-0268 Payment discrepancies--Provider overpayments. (1) An overpayment occurs when a provider receives payment that is more than the provider is eligible to receive. Provider overpayments are established when that provider:

(a) Bills and receives payment for services not provided;
(b) Bills without attendance records that support their billing; (c) Bills and receives payment for more than they are eligible to bill; or

(d) With respect to licensed or certified providers only, is caring for a WCCC child outside their licensed allowable age range without a waiver.

(2) DEL's or DSHS's WCCC program staff may request documentation from a provider when preparing to establish an overpayment. The provider has fourteen consecutive calendar days to supply any requested documentation.

(3) Providers are required to repay any payments that they were not eligible to receive.

(4) If an overpayment was made through departmental error, the provider is still required to repay that amount.

[]

NEW SECTION

WAC 170-290-0269 Payment discrepancies--Consumer underpayments. If a copayment amount determined by DSHS for a consumer results in an underpayment, the consumer may request reimbursement within three years of the date of child care service, if he or she:

(1) Meets all WCCC eligibility requirements during the time he or she is claiming an underpayment; and

(2) Verifies all copayments made by the consumer to the provider during the time the consumer is claiming an underpayment.

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AMENDED SECTION (Amending WSR 08-08-047, filed 3/27/08, effective 3/27/08)

WAC 170-290-0271 Payment discrepancies--Consumer overpayments. (1) DSHS establishes overpayments for past or current consumers when the consumer:

- (a) Received benefits when he or she was not eligible;
- (b) Used care for an unapproved activity or for children not in his or her WCCC household;
- (c) Failed to report information to DSHS resulting in an error in determining eligibility, amount of care authorized, or copayment;
- (d) Used a provider that was not eligible per WAC 170-290-0125; or
- (e) Received benefits for a child who was not eligible per WAC 170-290-0015 or 170-290-0020.

(2) DEL's or DSHS's staff may request documentation from a consumer when preparing to establish an overpayment. The consumer has fourteen consecutive calendar days to supply any requested documentation.

(3) Consumers are required to repay any benefits paid by DSHS that they were not eligible to receive.

(4) If an overpayment was made through departmental error, the consumer is still required to repay that amount.

(5) If a consumer is not eligible under WAC 170-290-0032 and the provider has billed correctly, the consumer is responsible for the entire overpayment, including any absent days.

[08-08-047, recodified as § 170-290-0271, filed 3/27/08, effective 3/27/08. Statutory Authority: RCW 74.04.050, 74.12.340, and 74.13.085. 05-22-078, § 388-290-0271, filed 10/31/05,

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effective 12/1/05. Statutory Authority: RCW 74.04.050, 74.12.340, 74.13.085, and 2003 1st sp.s. c 25. 04-08-021 and 04-08-134, § 388-290-0271, filed 3/29/04 and 4/7/04, effective 5/28/04.]

[REPEALED: WAC 170-290-0270 What is a WCCC overpayment and what can be included? WAC 170-290-0273 When would my licensed or certified provider or DSHS contracted seasonal day camp get an overpayment? WAC 170-290-274 When would my in-home relative provider get an overpayment? See new WAC 170-290-0268 and 170-290-0275]

NEW SECTION

WAC 170-290-0275 Payment discrepancies--Providers covered under collective bargaining. (1) This section applies to any provider covered under the collective bargaining agreement.

(2) For in-home/relative and licensed family home child care providers, disputes regarding underpayments shall be grievable.

(3) Beginning July 1, 2007, there are different time frames for how far back a payment discrepancy may be corrected. The time frames, as provided in this subsection are based on:

- (a) When services were provided;
- (b) When the request for the underpayment was made; and
- (c) The type of provider: Family home or in-home/relative provider.

(4) Family home and in-home/relative providers must submit a claim for payment no later than twelve months after the date of service. "Submitting a claim for payment" means turning the original invoice in to DSHS for services no later than twelve months after the date of service. If the claim for payment is made within the twelve-month period, the time limits for correcting payment errors are:

(a) Two years back if the error is on rates paid by age and/or region, unless discovered by a federal audit. This means the provider has up to two years after the date of service to ask

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for a corrected payment; or

(b) Three years back if the error was for any other reason, including those discovered by a federal audit. This means the provider has up to three years after the date of service to ask for a corrected payment.

[]

Administrative Hearings - WCCC

NEW SECTION

WAC 170-290-0280 Right to request an administrative hearing. (1) WCCC consumers have a right to request a hearing under chapter 388-02 WAC on any action affecting WCCC benefits except for mass changes resulting from a change in policy or law.

(2) Licensed or certified child care providers or in-home/relative providers may request hearings under chapter 388-02 WAC only for WCCC overpayments.

(3) To request a hearing, a consumer, the licensed/certified provider, or in-home/relative provider:

(a) Contacts the DSHS office which sent them the notice; or

(b) Writes to the office of administrative hearings, P.O. Box 42489, Olympia, WA 98504-2489; and

(c) Makes the request for a hearing within:

(i) Ninety days of the date a decision is received for consumers; or

(ii) Twenty-eight days of the date a decision is received for providers.

(4) The office of administrative hearings administrative law judge enters initial or final orders as provided in WAC 388-02-0217. Initial orders may be appealed to a DSHS review judge

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under chapter 388-02 WAC.

(5) To request a hearing under the seasonal child care program, see WAC 170-290-3860 and 170-290-3865.

[]

NEW SECTION

WAC 170-290-0285 Receipt of WCCC benefits pending the outcome of an administrative hearing. (1) A consumer may receive WCCC benefits pending the outcome of a hearing if he or she requests the hearing:

- (a) On or before the effective date of an action; or
- (b) No more than ten days after DSHS sends the consumer a notice of adverse action.

As used in this section, "adverse action" means an action to reduce or terminate a consumer's WCCC benefits.

(2) If a consumer loses a hearing, any WCCC benefit that a consumer uses between the date of the adverse action and the date of the hearing decision is an overpayment to the consumer.

(3) A consumer may not receive WCCC benefits pending the outcome of a hearing if he or she requests payment to a provider who is not eligible under WAC 170-290-0125.

(4) A consumer may receive WCCC benefits for another eligible provider, pending the outcome of the hearing.

[]

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[REPEALED: All sections of WAC Chapter 170-292 are repealed and are replaced by new WAC sections in Part III of chapter 170-290.]

PART III.

SEASONAL CHILD CARE

Introduction

NEW SECTION

WAC 170-290-3501 Program funding--Waiting lists. The seasonal child care (SCC) program is subject to available funds and creates waiting lists when budget limits occur.

[]

NEW SECTION

WAC 170-290-3510 SCC definitions. The following definitions apply only to part III of this chapter relating to seasonal child care (SCC):

(1) "Application interview date" means the first date a consumer, as defined in WAC 170-290-0003, meets with the SCC contractor to see if the consumer is eligible for subsidy benefits.

(2) "Child care plan" means a state form filled out by the SCC contractor that tells the consumer and provider:

- (a) When benefits start and end;
- (b) The amount of the copayment; and
- (c) The approved hours of care.

(3) "SCC contractor" means the agency that DEL has contracted with to meet with

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families to see if they are eligible for the seasonal child care program. SCC contractors are located in several communities across the state. SCC contractors are responsible to follow the SCC rules that DEL has established.

(4) "Seasonally available labor" or "seasonally available agricultural related work" means labor that is available only in a specific season during part of the calendar year. The labor is directly related to the cultivation, production, harvesting or processing of fruit trees or crops.

(5) "Waiting list" means a list of families who are currently working and waiting for seasonal child care subsidies when funding is not available to meet the requests from all eligible families.

[]

Eligibility Requirements

NEW SECTION

WAC 170-290-3520 Eligible consumers. (1) In SCC, an eligible consumer is not currently receiving temporary aid for needy families (TANF), lives in the state of Washington, has parental control of one or more children, and is the child's:

- (a) Parent, either biological or adopted;
- (b) Stepparent;
- (c) Legal guardian as verified by a legal or court document;
- (d) Adult sibling or step-sibling;
- (e) Aunt;
- (f) Uncle;
- (g) Niece or nephew;
- (h) Grandparent; or
- (i) Any of the above relatives in subsections (e), (f), or (h), with the prefix "great," such

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as great-aunt.

(2) Consumers may be eligible for SCC benefits if they:

(a) Meet eligibility requirements in this chapter;

(b) Participate in an approved activity under WAC 170-290-3555; and

(c) Have countable income at or below two hundred percent of the federal poverty guidelines (FPG) described in WAC 170-290-3640.

(3) Consumers are not eligible for SCC benefits if they:

(a) Have a copayment, under WAC 170-290-0075, that is higher than the maximum monthly state rate for all of the consumer's children in care;

(b) Were employed with one employer more than eleven months in the previous twelve months;

(c) Are receiving TANF benefits; or

(d) Are the only parent in the household and will be away from the home for more than thirty days in a row.

[]

NEW SECTION

WAC 170-290-3530 Verifying consumers' information. (1) A consumer must provide information to the SCC contractor to determine eligibility when:

(a) The consumer initially applies for benefits;

(b) The consumer reapplies for benefits; or

(c) A change of circumstances occurs.

(2) The SCC contractor may accept any verification that the consumer can easily obtain when it reasonably supports the consumer's statement of his or her circumstances. The

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verification that the consumer gives to the SCC contractor must:

- (a) Clearly relate to information the SCC contractor is requesting;
- (b) Be from a reliable source; and
- (c) Be accurate, complete, current and consistent.

(3) The SCC contractor will accept a variety of forms of verification to show the consumer is eligible. For example, any of the following documents are accepted to show the child is in the home: School records, immunization records or birth certificates, or other type of documents.

(4) If the verification that a consumer gives to the SCC contractor is inconsistent, conflicting, outdated or confusing, the SCC contractor may:

(a) Ask a consumer to provide the SCC contractor with more information or documentation or provide a collateral contact (a "collateral contact" is a statement from someone outside of the consumer's residence that knows the consumer's situation); or

(b) Ask for an investigator from the DSHS division of fraud investigations (DFI) to make an unannounced visit to the consumer's home to verify the consumer's circumstances.

(5) If a consumer does not provide the SCC contractor with all of the verification that the SCC contractor has requested, the SCC contractor will determine if the consumer is eligible based on the information already available to the SCC contractor.

[]

NEW SECTION

WAC 170-290-3540 Eligibility--Family size. DEL determines a consumer's family size as follows:

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(1) If a consumer's family includes:	Then DEL counts the following individuals as part of the family for SCC program eligibility:
(a) A single parent, including a minor parent, living independently or residing in her/his parent's home with her/his children.	The consumer and the consumer's children.
(b) Unmarried parents living together who have at least one mutual child.	Both parents and all their children living in the household.
(c) Unmarried parents living together with no mutual children.	Each parent and their own children, as separate families.
(d) Married parents living together.	Both parents and all their children living in the household.
(e) A legal guardian verified by a legal or court document; adult sibling or step-sibling; nephew or niece; aunt; uncle; grandparent; or great-aunt, great-uncle, or great-grandparent.	Only the children and their income.
(f) A parent who is voluntarily out of the household for reasons other than employment, such as visiting a family member.	The consumer, the absent parent and the children.
(g) A parent who is out of the household because of employer requirements, such as working in a different community, and is expected to return to the household.	The consumer, the absent parent, and the children. Subsection (1)(b) and (d) of this section apply.
(h) An incarcerated parent.	The incarcerated individual is not part of the household count in determining income and eligibility. DEL counts all remaining household members. All other family rules in this section apply.

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(2) If the consumer's household includes:	Then in addition, DEL counts the sibling as part of the family for SCC program eligibility as follows:
(a) Eighteen year old siblings of the children who require care and are enrolled in secondary education or general equivalency diploma (GED) program.	The eighteen year olds (unless they are a parent themselves), until they turn nineteen or complete high school/GED, whichever comes first. All other family rules in this section apply.
(b) Siblings of the children requiring care who are up to twenty-one years old who are participating in a program through the school district's special education department under RCW 28A.155.020.	The person participating in the approved program through RCW 28A.155.020 up to twenty-one years of age (unless they are a parent themselves). All other family rules in this section apply.

[]

NEW SECTION

WAC 170-290-3550 Eligibility--Special circumstances. (1) A consumer may be eligible for the SCC program when he or she:

(a) Has children living with them in Washington state who are:

(i) Younger than age thirteen; or

(ii) Thirteen to nineteen years old and under court supervision; or

(iii) Less than nineteen years old and have a verified special need according to WAC 170-290-0220;

(b) Is a parent in a two-parent family in which both parents work in seasonally available agricultural related work.

(2) If both parents are not employed in seasonally agricultural related work, the consumer may be eligible for SCC only when the other parent is "unable" to provide care for

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the children because of physical or mental restrictions. If a consumer claims one parent is unable to care for the children, the consumer must provide written documentation from a licensed medical or mental health professional that states the:

- (a) Reason the parent is unable to care for the children; and
- (b) Expected duration and severity of the condition that keeps the parent from caring for the children.

- (3) For the previous twelve months before applying for SCC benefits, fifty percent or more of the family's earned income must have come from seasonally available agricultural related work.

[]

NEW SECTION

WAC 170-290-3555 Eligibility--Approved activities. (1) A consumer may be eligible for SCC benefits for up to sixteen hours per day for the time he or she is involved in seasonally available agricultural related work in:

- (a) Washington state; or
- (b) A bordering state within forty miles of Washington state.
- (2) When the consumer is part of a two-parent family, both parents must be employed as described in subsection (1) of this section;
- (3) The SCC contractor may authorize care for:
 - (a) Travel time between the child care location and the employment location only;
 - (b) Job search, of no more than five days, if the consumer's seasonally available agricultural related work ends and he or she is still eligible and continues to need child care; or
 - (c) Sleep time, up to eight hours per day when needed, if the consumer works nights and sleeps days.[]

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Rights and Responsibilities

NEW SECTION

WAC 170-290-3560 Consumers' rights. When a consumer applies for or receives SCC benefits, he or she has the right to:

(1) Be free from discrimination in accordance with all applicable federal and state nondiscrimination laws, regulations and policies;

(2) Have the consumer's application accepted and acted upon within thirty days;

(3) Be informed, in writing, of the consumer's legal rights and responsibilities related to SCC benefits;

(4) Have the consumer's information shared with other agencies only when required by federal or state regulations;

(5) Be allowed to choose a provider as long as the provider meets requirements in WAC 170-290-3750;

(6) Receive a written notice at least ten days before changes are made to lower or stop benefits except as stated in WAC 170-290-3730;

(7) Ask for an administrative hearing if the consumer does not agree with a decision per WAC 170-290-3860;

(8) Ask to speak to the SCC contractor's supervisor or administrator to review a decision or action affecting the consumer's benefits without affecting the consumer's right to an administrative hearing;

(9) Have interpreter or translator services provided by the SCC contractor within a reasonable amount of time and at no cost to the consumer;

(10) Refuse to speak to a fraud early detection (FRED) investigator from the department

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of social and health services division of fraud investigations when they ask to come into your home. This request will not affect eligibility for SCC program subsidies. If the consumer refuses to cooperate with the investigator at a later date, it could affect his or her benefits;

(11) Access his or her child at all times while the child is in child care;

(12) Terminate child care without cause and without notice to the provider. Notice must be given to the SCC contractor within five days of termination; and

(13) Not be charged by the consumer's licensed or certified provider, or be made to pay, for:

(a) The difference between their private rate and the state maximum child care subsidy rate, when their private rate for child care or the registration fee is higher;

(b) Any day when the consumer's child is absent;

(c) Vacation days when the provider chooses to close;

(d) A higher amount than the state allows for field trips;

(e) A preschool tuition fee in addition to regular child care services; or

(f) Child care services after the final day of care, when the provider chooses to stop caring for the consumer's children.

[]

NEW SECTION

WAC 170-290-3565 Consumers' responsibilities. When a consumer applies for or receives SCC benefits, he or she must:

(1) Give the SCC contractor correct and current information so that the SCC contractor can determine the consumer's eligibility and authorize child care payments correctly;

(2) Choose a provider who meets requirements of WAC 170-292-3750;

(3) Leave the consumer's children with his or her provider while the consumer is in SCC

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approved activities. If the consumer is not in an approved activity and wants to use the provider, he or she must pay the provider if the provider wants payment;

(4) Pay for additional child care that exceeds the authorization based on the same fees that are charged to other families;

(5) Pay, or make arrangements for someone to pay, the consumer's SCC copayment directly to the child care provider;

(6) Pay the provider the same late fees that are charged to other families, if the consumer pays a copayment late or picks up the child late;

(7) Sign his or her children in and out of child care as provided in WAC 170-295-7030, 170-296-0520, or 170-151-460, as applicable, for that type of provider; and

(8) Provide the information requested by the SCC contractor or the department of social and health services fraud early detection (FRED) investigator. If the consumer refuses to provide the information requested within fourteen days, it could affect his or her benefits. If the SCC contractor determines that a consumer is not cooperating by supplying the requested information, the consumer will not be eligible for SCC benefits. The consumer may become eligible again when he or she meets SCC requirements in part III of this chapter.

[]

NEW SECTION

WAC 170-290-3570 Notification of changes. When a consumer applies for or receives SCC benefits, he or she must:

(1) Notify the SCC contractor, within five days, of any change in providers;

(2) Notify his or her provider within ten days when the SCC contractor changes his or her child care authorization;

(3) Notify the SCC contractor within ten days of any change in the consumer's:

(a) Number of child care hours needed (more or less hours);

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- (b) Child becoming eligible for migrant Head Start or another child care program;
- (c) Household income, including any new receipt of a TANF grant or child support increases or decreases;
- (d) Household size such as any family member moving in or out of his or her home;
- (e) Employment hours such as starting, stopping or changing employers;
- (f) Home address and telephone number; or
- (g) Child support payments made by the consumer.

[]

NEW SECTION

WAC 170-290-3580 Failure to report changes. (1) If a consumer fails to report any changes as required in WAC 170-290-3570 within the stated time frames, DEL may establish an overpayment to the consumer per WAC 170-290-3850 or the consumer may have to pay additional costs, such as a higher copayment.

(2) The consumer may receive an overpayment for what the provider is allowed to bill to include billing for absent days (see publication *Child Care Subsidies, A Booklet for Licensed and Certified Child Care Providers*, DEL 22-877, revised 2009).

[]

NEW SECTION

WAC 170-290-3590 SCC contractor's responsibilities to consumers. SCC contractors are community agencies that contract with DEL to perform SCC program authorizations. The SCC contractors and their staff must:

- (1) Treat consumers in accordance with all applicable federal and state nondiscrimination laws, regulations and policies;
- (2) Authorize SCC program subsidies for a consumer's children based on eligibility

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criteria established by DEL, as defined in this chapter;

(3) Ask if a consumer has received, or is currently receiving, child care services from another subsidy program; and if he or she has received a copy of his or her termination letter from that program;

(4) Ask if a consumer has applied, and been denied, for working connections child care (WCCC); and if he or she has, verify his or her denial from that program;

(5) Complete intake documents in a consumer's presence, based on information he or she provides;

(6) Accept a variety of forms of verification and may not specify the type of documentation required;

(7) Authorize payments only to a child care provider of a consumer's choice who meets the requirements in WAC 170-290-3750;

(8) Authorize payments only when no adult in a consumer's family (under WAC 170-290-3540) is able or available to care for the consumer's children as defined in WAC 170-290-3550;

(9) Give a consumer a SCC program approved child care plan in order to enroll his or her children in licensed or certified child care;

(10) Inform a consumer of:

(a) The consumer's copayment amount as determined in WAC 170-290-3620 and defined in WAC 170-290-0075;

(b) The consumer's rights and responsibilities under the SCC program when he or she applies or reapplies;

(c) The types of child care providers the SCC program will pay;

(d) The community resources that can help the consumer select child care when needed;

(e) Other options for child care subsidies, if the consumer does not qualify for SCC program subsidies; and

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- (f) The consumer's rights to an administrative hearing under the SCC program;
- (11) Provide prompt child care authorizations to a consumer's child care provider;
- (12) Respond to a consumer within ten days if the consumer reports a change of circumstance that affects the consumer's:
 - (a) SCC eligibility;
 - (b) Copayment; or
 - (c) Providers; and
- (13) Provide an interpreter or translator service at no cost to the consumer to explain information related to the SCC program.

[]

Income and Copayment Calculations

NEW SECTION

WAC 170-290-3610 Countable income. DEL counts income as money a consumer earns or receives from:

- (1) Wages and commissions earned from employment;
- (2) Unemployment compensation;
- (3) A TANF or other welfare grant;
- (4) Child support payments received;
- (5) Supplemental Security Income (SSI);
- (6) Other Social Security payments, such as Social Security Administration (SSA) and Social Security disability insurance (SSDI);
- (7) Refugee assistance payments;
- (8) Payments from the Veterans' Administration;
- (9) Pensions or retirement income;

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- (10) Payments from labor and industries (L&I), or disability payments;
- (11) Inheritance;
- (12) Reportable gambling winnings; and
- (13) Other types of income not listed in WAC 170-290-3630.

[]

NEW SECTION

WAC 170-290-3620 Calculation of income. For the SCC program, DEL uses a consumer's countable income when determining his or her income eligibility and copayment. DEL determines a consumer's average monthly income by totaling all income earned in the past twelve months, as listed in WAC 170-290-3610, and dividing by twelve. The last month of income that is counted is the month before the consumer applies for SCC.

[]

NEW SECTION

WAC 170-290-3630 Excluded income and deductions. (1) The SCC program does not count the following income types when determining a consumer's income eligibility and copayment:

- (a) Savings accounts;
- (b) Money received from sale of real property, such as a house, or personal property, such as a car;
- (c) Tax refunds;
- (d) Earned income credits;
- (e) One-time insurance settlement payments;
- (f) Capital gains;

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- (g) Basic Food program;
 - (h) Income earned by children as described in WAC 170-290-3540;
 - (i) Benefits received by children of Vietnam War veterans who are diagnosed with any form or manifestation of spina bifida except spina bifida occulta; and
 - (j) Government economic stimulus payments.
- (2) SCC deducts the amount a consumer pays for child support from his or her countable income when figuring his or her eligibility and copayment for the SCC.

[]

NEW SECTION

WAC 170-290-3640 Determining income eligibility and copayment. (1) For the SCC program, DEL determines a consumer's family's income eligibility and copayment by:

- (a) The consumer's family size as defined under WAC 170-290-3540;
- (b) The consumer's average monthly income as calculated under WAC 170-290-3620;
- (c) The consumer's family's average monthly income as compared to the federal poverty guidelines (FPG); and
- (d) The consumer's family's average monthly income as compared to the copayment chart defined in WAC 170-290-0075.

(2) If a consumer's family's income is above two hundred percent of the FPG as defined in WAC 170-290-0075, his or her family is not eligible for the SCC program.

(3) SCC does not prorate the copayment when a consumer uses care for part of a month.

(4) The FPG is updated every year on April 1. The SCC eligibility level is updated at the same time every year to remain current with the FPG.

(5) SCC shall assign a copayment amount based on the family's countable income. The copayment amount will be on the consumer's child care plan. The consumer pays the

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copayment directly to the provider.

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NEW SECTION

WAC 170-290-3650 Change in copayment. (1) A consumer's SCC program copayment could change when:

(a) DEL makes a mass change in subsidy benefits due to a change in law or program funding;

(b) The consumer's family size increases;

(c) The SCC contractor makes an error in the consumer's copayment computation;

(d) The consumer did not report all income, activity and household information at the time of eligibility determination or application/reapplication; or

(e) The consumer is approved for a new eligibility period.

(2) If a consumer's copayment changes during his or her eligibility period, the change is effective:

(a) On the first day of the month following the change, when:

(i) The report is made to the SCC contractor or the information is learned by the contractor within ten or more days after the change as provided in WAC 170-290-3570;

(ii) The consumer receives ten days written notice; and

(iii) The copayment is increasing; or

(b) On the first day of the month that the change occurred when;

(i) The report is made to the SCC contractor or the information is learned by the contractor within ten days or less after the change as provided in WAC 170-290-3570; and

(ii) The copayment is decreasing.

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NEW SECTION

WAC 170-290-3660 Eligibility period. The SCC contractor may approve a consumer for a period up to six months. The first month of eligibility is the same month that child care begins. A consumer's eligibility may end before his or her end date as stated in WAC 170-290-3855.

[]

Start Dates and Eligibility Period

NEW SECTION

WAC 170-290-3665 When SCC benefits start. The consumer's child care plan will tell the consumer when the benefits start and end.

(1) The SCC contractor authorizes child care subsidies when:

- (a) The consumer turns in all of his or her eligibility paperwork to the SCC contractor;
- (b) The SCC contractor determines that the consumer is eligible for the program; and
- (c) The consumer starts his or her children in care with an approved child care provider.

(2) After the SCC contractor decides that a consumer is eligible, the date the subsidy begins depends upon when the consumer applied and when the consumer turned in all of the paperwork needed as follows:

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If at the time of application the consumer:	And the consumer turns all paperwork in:	Then the child care benefits begin:
(a) Has not begun work yet,	Within 14 days of the job starting,	The first day of the job.
(b) Has not begun work yet,	15-29 days after the job starts,	The day after the paperwork is turned in.
(c) Has not begun work yet,	30 days after the job starts,	The application is denied and the consumer must reapply.
(d) Is working,	Within 14 days of the application interview date,	The day the consumer either calls or comes into the SCC contractor's office to apply for SCC benefits.
(e) Is working,	15-29 days after the application interview date,	The day after the paperwork is turned in.
(f) Is working,	30 days after the application interview date,	The application is denied and the consumer must reapply.

[]

NEW SECTION

WAC 170-290-3670 Preauthorization for the SCC program. (1) A consumer may be preauthorized for the SCC program, before his or her job starts, if:

- (a) The consumer meets all eligibility criteria for the SCC program;
 - (b) The consumer has employment verification that shows a future start date; and
 - (c) The program does not have a waiting list.
- (2) Child care benefits begin according to the table in 170-290-3665.

[]

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NEW SECTION

WAC 170-290-3690 Denial of benefits--Date of redetermining eligibility. (1) The SCC contractor sends a consumer a denial letter when the consumer has applied for child care and the consumer:

(a) Is not eligible due to the consumer's:

(i) Family composition;

(ii) Income; or

(iii) Activity; or

(b) Did not provide information required to determine the consumer's eligibility according to WAC 170-290-3530.

(2) If a consumer turns in information or otherwise meets eligibility requirements after the denial letter is sent, the consumer's benefits begin according to WAC 170-290-3665.

[]

Notice

NEW SECTION

WAC 170-290-3720 Notice of payment changes. The SCC contractor provides SCC consumers with at least ten days written notice of changes to payments related to the suspension, reduction, or termination of benefits, in child care arrangements, except as noted in WAC 170-290-3730.

[]

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NEW SECTION

WAC 170-290-3730 Notice of payment changes is not required. The SCC contractor does not give a consumer notice if the consumer:

- (1) Tells the SCC contractor that he or she no longer wants SCC;
- (2) Has moved and his or her whereabouts are unknown to the SCC contractor;
- (3) Is receiving duplicate child care benefits;
- (4) Has a current eligibility period that is scheduled to end;
- (5) Has a new eligibility period that results in a change in child care benefits; or
- (6) Is receiving child care at a location that does not meet requirements under WAC 170-290-3750.

[]

Eligible Providers and Rates

NEW SECTION

WAC 170-290-3750 Eligible child care providers. To receive payment under the SCC program, a consumer's child care provider must be:

- (1) Currently licensed as required by chapter 43.215 RCW and chapters 170-295, 170-296, or 170-151 WAC;
- (2) Meeting their state's licensing regulations, for providers who care for children in states bordering Washington. SCC pays the lesser of the following to qualified child care facilities in bordering states:
 - (a) The provider's private pay rate for that child; or
 - (b) The state maximum child care subsidy rate for the DSHS region where the child resides;

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(3) Exempt from licensing but certified by DEL, such as:

(a) Tribal child care facilities that meet the requirements of tribal law;

(b) Child care facilities on a military installation; and

(c) Child care facilities operated on public school property by a school district;

(4) Seasonal day camps that have a contract with DEL to provide subsidized child care and are.

[]

NEW SECTION

WAC 170-290-3760 SCC subsidy rates--Effective date. DEL child care subsidy rates in this part are effective as of the date stated in WAC 170-290-0180.

[]

NEW SECTION

WAC 170-290-3770 Authorized SCC payments. The SCC program may authorize payments to licensed/certified child care providers for:

(1) Basic child care either full day or half day, at rates listed in the chart in WAC 170-290-0200 and 170-290-0205, including on Saturdays and Sundays:

(a) A full day of child care when care is needed for five to ten hours per day;

(b) A half day of child care when care is needed for less than five hours per day;

(2) A registration fee, according to WAC 170-290-0245;

(3) Subsidy rates for five-year old children according to WAC 170-290-0185;

(4) The field trip fees in WAC 170-290-0247;

(5) The nonstandard hours bonus in WAC 170-290-0249; and

(6) Special needs care when the child has a documented special need and a documented

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need for a higher level of care, according to WAC 170-290-0220, 170-290-0225, and 170-290-0230.

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NEW SECTION

WAC 170-290-3790 When additional SCC subsidy payments are authorized. The SCC contractor may authorize additional child care when:

- (1) Needed to accommodate a family's work schedule;
- (2) Employer verification of work schedule is presented; and
- (3) More than ten hours of care is provided per day (up to a maximum of sixteen hours a day) and the provider's policy is to charge all families for these extra hours.

[]

Review Process

NEW SECTION

WAC 170-290-3820 Review of eligibility and copayment information. A consumer's eligibility and copayment information for the SCC program are looked at:

- (1) When the consumer applies for the SCC program; and
- (2) At least every six months.

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NEW SECTION

WAC 170-290-3830 Redetermination of SCC benefits. (1) At least every six months, the SCC contractor reviews a consumer's information to determine if he or she may keep receiving subsidies. A consumer may receive subsidy benefits for less than six months when:

(a) The consumer's employer says that the consumer might be working less than six months; or

(b) The consumer's child or children may not be eligible for the next six months because of their age.

(2) The SCC contractor will:

(a) Review the consumer's updated information; and

(b) Redetermine the consumer's eligibility.

[]

NEW SECTION

WAC 170-290-3840 New eligibility period. (1) If a consumer wants to receive child care benefits for another eligibility period, he or she must reapply for SCC benefits before the end of the current eligibility period listed on the child care plan. To determine if a consumer is eligible, the consumer calls or comes into the SCC contractor's office on or before the end date of the consumer's current SCC eligibility period to request an application interview date.

(2) A consumer may be eligible for SCC benefits for a new eligibility period with no break in child care subsidies if:

(a) The consumer calls or comes into the SCC contractor's office on or before the end date of the consumer's current SCC eligibility period to request an application interview date;

(b) The consumer's provider is eligible for payment under WAC 170-290-3750; and

(c) The consumer meets all SCC eligibility requirements.

(3) If the SCC contractor determines that a consumer is eligible for SCC benefits based

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on his or her application information, the SCC contractor notifies the consumer of the new eligibility period and copayment.

(4) If a consumer fails to call or come into a SCC contractor's office on or before the end date of the consumer's current SCC eligibility period to request an application interview date, he or she must reapply according to WAC 170-290-3665.

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Payment Discrepancies

NEW SECTION

WAC 170-290-3850 Payment discrepancies generally. DEL child care subsidy payment discrepancies are described in WAC 170-290-0266 through 170-290-0275, with the exception of underpayments requested by licensed child care centers, which will only be considered for twelve months after the date of services.

[]

NEW SECTION

WAC 170-290-3855 Termination of and redetermining eligibility for benefits. (1) A consumer's continued eligibility for SCC program subsidies stops when:

(a) The consumer's monthly copayment is higher than the state maximum monthly rate for all of the consumer's children in care; or

(b) The consumer:

(i) Is not participating in an approved activity as defined in WAC 170-290-3555;

(ii) Does not meet other SCC eligibility requirements related to family size, income and

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approved activities;

(iii) Does not pay the copayment fees to the consumer's child care provider or does not make mutually acceptable arrangements with the consumer's child care provider for their payment; or

(iv) Refuses to cooperate with investigations conducted by quality assurance staff or the division of fraud investigations.

(2) A consumer might be eligible for SCC program subsidies again when:

(a) The consumer meets all SCC program eligibility requirements;

(b) The consumer paid back copayment fees or made mutually acceptable payment arrangements with his or her child care provider; or

(c) The consumer cooperated with the quality assurance review process or with the DSHS division of fraud investigations.

[]

Administrative Hearings--SCC

NEW SECTION

WAC 170-290-3860 Right to request an administrative hearing. (1) SCC consumers, licensed or certified child care providers, and DEL-contracted seasonal day camps must follow chapter 170-03 WAC to request a hearing.

(2) SCC consumers have a right to request a hearing on any action affecting SCC benefits except for mass changes resulting from a change in policy or law.

(3) Under this part, licensed or certified child care providers, or DEL-contracted seasonal day camps have a right to request a hearing only for SCC overpayments.

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(4) A SCC consumer, licensed or certified child care provider, or DEL-contracted seasonal day camp must make a request for a hearing as required by WAC 170-03-0050 and 170-03-0060.

(a) A SCC consumer must request a hearing within ninety days of the date a decision is received.

(b) A licensed or certified child care provider or DEL-contracted seasonal day camp must request a hearing within twenty eight days of the date a decision is received.

[]

NEW SECTION

WAC 170-290-3865 Receipt of SCC benefits pending the outcome of an administrative hearing. (1) A consumer may receive SCC benefits while waiting for the outcome of a hearing, if he or she is currently authorized for the SCC program and:

(a) The consumer requests a hearing:

(i) On or before the effective date of an action; or

(ii) No more than ten days after the consumer receives a notice of adverse action ("adverse action" for the purposes of this section means an action to reduce or terminate the consumer's SCC subsidies); or

(b) The consumer requests payments for child care payable to an eligible provider according to WAC 170-290-3750.

(2) If a consumer loses a hearing, any SCC program benefit that a consumer uses between the date of the adverse action and the date of the hearing decision (final order) is an overpayment to the consumer.

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Conversion Table Revised and New WAC to - Old or Repealed WAC

Chapter 170-290 WAC WORKING CONNECTIONS AND SEASONAL CHILD CARE SUBSIDY PROGRAMS

PART I. INTRODUCTION

REVISED WAC	OLD WAC
170-290-0001 Purpose and intent.	170-290-0001 What is the purpose of the working connections child care program?
170-290-0002 Scope of agency responsibilities. NEW	No comparable WAC.
170-290-0003 Definitions. NEW	No comparable WAC.

PART II. WORKING CONNECTIONS CHILD CARE

Eligibility Requirements

REVISED WAC	OLD WAC
170-290-0005 Consumers.	170-290-0005 Who is considered a consumer for the WCCC program?
Merged with 170-290-0005.	170-290-0010 What makes me eligible for WCCC benefits? REPEALED
170-290-0012 Verifying consumers' information.	170-290-0012 When do I need to verify information?
170-290-0015 Eligibility--family size.	170-290-0015 How does the WCCC program determine my family size for eligibility?
170-290-0020 Eligibility-- special circumstances.	170-290-0020 Are there special circumstances that might affect my WCCC eligibility?

Rights and Responsibilities

REVISED WAC	OLD WAC
170-290-0025 Consumers' rights.	170-290-0025 What rights do I have when I apply for or receive WCCC benefits?
170-290-0030 Consumers' responsibilities.	170-290-0030 What must I do when I apply for or receive WCCC benefits?
170-290-0031 Notification of changes.	170-290-0031 What changes do I need to report when I apply for or receive WCCC?
170-290-0032 Failure to report changes.	170-290-0032 What are the consequences if I do not report changes within the specified time frames?

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170-290-0035 DSHS's responsibilities to consumers.	170-290-0035 What responsibilities does the WCCC program staff have?
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Approved Activities

REVISED WAC	OLD WAC
170-290-0040 Approved activities for TANF consumers.	170-290-0040 If I receive a temporary assistance for needy families (TANF) grant, what activities must I be involved in to be eligible for WCCC benefits?
170-290-0045 Approved activities for consumers not receiving TANF.	170-290-0045 If I don't get a temporary assistance for needy families (TANF) grant, what activities must I be involved in to be eligible for WCCC benefits?
170-290-0050 Additional requirements for self-employed WCCC consumers.	170-290-0050 If I am self-employed, can I get WCCC benefits?
170-290-0055 Receipt of benefits when not engaged in approved activities.	170-290-0055 If I am not working or in an approved activity right now, can I get WCCC benefits?

Income and Copayment Calculations

REVISED WAC	OLD WAC
170-290-0060 Countable income.	170-290-0060 What income does the WCCC program count when determining eligibility and copayments?
170-290-0065 Calculation of income.	170-290-0065 How does the WCCC program define and use my income?
170-290-0070 Excluded income and deductions.	170-290-0070 What income types and deductions does the WCCC program disregard when figuring my income eligibility and for WCCC benefits?
170-290-0075 Determining income eligibility and copayment amounts.	170-290-0075 What steps does the WCCC program take to determine my family's WCCC eligibility and copayment amount?
170-290-0082 Eligibility period.	170-290-0082 When I am approved, how long is my eligibility period?
170-290-0085 Change in copayment.	170-290-0085 When might my WCCC copayment change?
170-290-0090 Minimum copayment.	170-290-0090 When do I pay the minimum copayment?

Start Dates and Eligibility Period

REVISED WAC	OLD WAC
170-290-0095 When WCCC benefits start for TANF consumers.	170-290-0095 If I receive temporary assistance for needy families (TANF) and I am determined eligible for WCCC, when do my benefits begin?

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170-290-0100 When WCCC benefits start for consumers not receiving TANF.	170-290-0100 If I do not receive temporary assistance for needy families (TANF) and I am determined eligible for WCCC, when do my benefits begin?
Renumbered as 170-290-0109.	170-290-0105 How do I reapply for WCCC when my eligibility period is ending? REPEALED
170-290-0107 Denial of benefits--Date of redetermining eligibility.	170-290-0107 When do I receive a denial letter?
Merged with 170-290-0107.	170-290-0108 What happens if I meet eligibility requirements after I receive a denial letter? REPEALED
170-290-0109 New eligibility period. NEW	Formerly 170-290-0105.
170-290-0110 Termination of and redetermining eligibility for benefits.	170-290-0110 What circumstances might affect my eligibility for WCCC benefits and when might I be eligible again?

Notice

REVISED WAC	OLD WAC
170-290-0115 Notice of payment changes.	170-290-0115 When does the WCCC program provide me with advance and adequate notice of payment changes?
170-290-0120 When notice of payment changes is not required.	170-290-0120 When doesn't advance and adequate notice of payment changes apply to me?

Eligible Child Care Providers

REVISED WAC	OLD WAC
170-290-0125 Eligible child care providers.	170-290-0125 What child care providers can I choose under the WCCC program?
170-290-0130 In-home/relative providers--Eligibility.	170-290-0130 What in-home/relative providers can I choose under the WCCC program?
170-290-0135 In-home/relative providers--Information provided to DSHS.	170-290-0135 When I choose an in-home/relative provider, what information must I give the department?
170-290-0138 In-home/relative providers--Responsibilities.	170-290-0138 What responsibilities does my eligible in-home/relative provider have?
170-290-0140 In-home/relative providers--Ineligibility.	170-290-0140 When is my in-home/relative provider not eligible for WCCC payment?
170-290-0143 In-home/relative providers--Background checks--Required persons.	170-290-0143 Who must have a background check for the WCCC program and how often is the check done?
170-290-0145 In-home/relative providers--Background checks--Reasons and notification.	170-290-0145 Why is a background check required and will I be notified of the results?
170-290-0150 In-home/relative providers--	170-290-0150 What information does the

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Background checks--Included information and sources.	background check contain and where does it come from?
170-290-0155 In-home/relative providers--Background checks--Subsequent steps.	170-290-0155 What happens after the WCCC program receives the background information?
170-290-0160 In-home/relative providers--Background checks--Disqualified providers.	170-290-0160 What convictions would cause the WCCC program to permanently disqualify my in-home/relative provider?
170-290-0165 In-home/relative providers--Background checks--Other disqualifying information.	170-290-0165 Is there other background information or convictions that will disqualify my in-home/relative provider?
170-290-0167 In-home/relative providers--Background checks--Disqualified person living with the provider.	170-290-0167 What happens if my in-home/relative provider, who provides care in their home, is disqualified based solely on the disqualifying background of an individual living with that provider?

Subsidy Rates and Fees

REVISED WAC	OLD WAC
170-290-0180 WCCC subsidy rates--Effective date.	170-290-0180 When are the WCCC program subsidy rates in this chapter effective?
170-290-0185 WCCC subsidy rates--Five-year-old children.	170-290-0185 How does the WCCC program set rates when my child is five years old?
170-290-0190 WCCC authorized and additional payments--Determining units of care.	170-290-0190 What does the WCCC program pay for and when can the program pay more?
170-290-0200 Daily child care rates--Licensed or certified child care centers and DEL contracted seasonal day camps.	170-290-0200 What daily rates does DSHS pay for child care in a licensed or certified child care center or DSHS contracted seasonal day camps?
170-290-0205 Daily child care rates--Licensed or certified family home child care providers.	170-290-0205 What daily rates does DSHS pay for child care in a licensed or certified family home child care?
170-290-0220 Special needs rates--Qualification.	170-290-0220 How does DSHS determine that my child qualifies for a special needs daily rate?
170-290-0225 Special needs rates--Child care centers and seasonal day camps.	170-290-0225 What is the additional subsidy daily rate for children with special needs in a licensed or certified child care center or DSHS contracted seasonal day camp?
170-290-0230 Special needs rates--Family home child care providers.	170-290-0230 What is the additional subsidy daily rate for children with special needs in a licensed or certified family home child care?
170-290-0235 Special needs rates--In-home/relative providers.	170-290-0235 What is the DSHS in-home/relative child care daily rate for children with special needs?
170-290-0240 Child care subsidy rates--In-home/relative providers.	170-290-0240 What is the DSHS child care subsidy rate for in-home/relative child care and how is it paid?
170-290-0245 Registration fees.	170-290-0245 When can the WCCC program

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	authorize payment of fees for registration?
170-290-0247 Field trip fees.	170-290-0247 When can the WCCC program authorize payment for field trip fees?
170-290-0249 Nonstandard hours bonus. NEW	No comparable WCCC WAC.

Payment Discrepancies

REVISED WAC	OLD WAC
170-290-0266 Payment discrepancies--Generally. NEW	No comparable WCCC WAC.
170-290-0267 Payment discrepancies--Provider underpayments. NEW	No comparable WCCC WAC.
170-290-0268 Payment discrepancies--Provider overpayments. NEW	No comparable WCCC WAC.
170-290-0269 Payment discrepancies--Consumer underpayments. NEW	No comparable WCCC WAC.
Merged with 170-290-0268.	170-290-0270 What is a WCCC overpayment and what can be included? REPEALED
170-290-0271 Payment discrepancies--Consumer overpayments.	170-290-0271 When might I get an overpayment?
Merged with 170-290-0268.	170-290-0273 When would my licensed or certified provider or DSHS contracted seasonal day camp get an overpayment? REPEALED
Merged with 170-290-0268.	170-290-0274 When would my in-home/relative provider get an overpayment? REPEALED
170-290-0275 Payment discrepancies--Providers covered under collective bargaining. NEW	No comparable WCCC WAC.

Administrative Hearings - WCCC

REVISED WAC	OLD WAC
170-290-0280 Right to request an administrative hearing. NEW	170-290-0260 Who has a right to ask for a hearing and how do they ask for one? REPEALED
170-290-0285 Receipt of WCCC benefits pending the outcome of an administrative hearing. NEW	170-290-0265 When can I get WCCC benefits pending the outcome of a hearing? REPEALED

PART III - SEASONAL CHILD CARE

Introduction

NEW OR REVISED WAC	REPEALED WAC
170-290-0001 Purpose and intent. REVISED 170-290-3501 Program funding—Waiting lists. NEW	170-292-0001 Introduction

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170-290-0001 Purpose and intent. REVISED	170-292-0003 What is the purpose of the seasonal child care program?
170-290-3510 SCC definitions. NEW	No comparable SCC WAC.

Eligibility Requirements

NEW WAC	REPEALED WAC
170-290-3520 Eligible consumers.	170-292-0005 Am I eligible for the SCC program? 170-292-0025 What additional criteria does my family need to meet to be eligible for SCC program subsidies?
170-290-3530 Verifying consumers' information.	170-292-0065 What responsibilities do I have when I apply for or receive SCC program subsidies?
170-290-3540 Eligibility—Family size.	170-292-0010 How is my family size defined for SCC program eligibility purposes?
170-290-3550 Eligibility—Special circumstances.	170-292-0015 Are there special circumstances when I might be eligible for the SCC program?
170-290-3555 Eligibility—Approved activities.	170-292-0020 What activities must I be involved in to be eligible for the SCC program?

Rights and Responsibilities

NEW WAC	REPEALED WAC
170-290-3560 Consumers' rights.	170-292-0060 What rights do I have when I apply for or receive SCC program subsidies?
170-290-3565 Consumers' responsibilities.	170-292-0065 What responsibilities do I have when I apply for or receive SCC program subsidies? 170-292-0102 When can my child care provider charge me more than the amount authorized by the SCC program?
170-290-3570 Notification of changes.	170-292-0065 What responsibilities do I have when I apply for or receive SCC program subsidies?
170-290-3580 Failure to report changes.	170-292-0155 What is an overpayment and when might I receive one?
170-290-3590 SCC contractor's responsibilities to consumers.	170-292-0070 Who are the SCC program staff and what responsibilities do they have?

Income and Copayment Calculations

NEW WAC	REPEALED WAC
170-290-3610 Countable income.	170-292-0035 What income is counted when determining eligibility and copayment for the SCC program?
170-290-3620 Calculation of income.	170-292-0040 How is my family's average monthly income calculated for the SCC program?

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170-290-3630 Excluded income and deductions.	170-292-0045 What is not counted, or is deducted, when figuring income eligibility for the SCC program?
170-290-3640 Determining income eligibility and copayment.	170-292-0050 How is my family's income eligibility and copayment amount determined for the SCC program?
170-290-3650 Change in copayment.	170-292-0055 When might my SCC program copayment change?
170-290-3660 Eligibility period.	170-292-0135 When are my eligibility and copayment information for the SCC program looked at?

Start Dates and Eligibility Period

NEW WAC	REPEALED WAC
170-290-3665 When SCC benefits start.	170-292-0115 If I am determined eligible for the SCC program, when does my child care subsidy begin? 170-292-0120 Can I be authorized for the SCC program before I start a job?
170-290-3670 Preauthorization for the SCC program.	170-292-0125 I am preauthorized for the SCC program, when do my SCC program child care subsidies begin?
170-290-3690 Denial of benefits—Date of redetermining eligibility.	No comparable SCC WAC.

Notice

NEW WAC	REPEALED WAC
170-290-3720 Notice of payment changes.	170-292-0145 When might I receive advance and adequate notice of change in my SCC program subsidies?
170-290-3730 Notice of payment changes is not required.	170-292-0150 When won't I receive advance and adequate notice of changes in my SCC program subsidies?

Eligible Providers and Rates

NEW WAC	REPEALED WAC
170-290-3750 Eligible child care providers.	170-292-0085 What child care providers can I choose under the SCC program?
170-290-3760 SCC subsidy rates—Effective date.	170-292-0090 When are the DSHS child care subsidy rates, used by the SCC program in this chapter, effective?
170-290-3770 Authorized SCC payments.	170-292-0095 What DSHS child care subsidy rate does the SCC program use when my child is five years old?

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	170-292-0100 What services can be authorized for the SCC program, and at what rates?
170-290-3790 When additional SCC subsidy payments are authorized.	170-292-0105 When can additional SCC program subsidy payments be authorized?
No comparable SCC WAC.	170-292-0110 What additional SCC program subsidy payments can be authorized?

Review Process

NEW WAC	REPEALED WAC
170-290-3820 Review of eligibility and copayment information.	170-292-0135 When are my eligibility and copayment information for the SCC program looked at?
170-290-3830 Redetermination of SCC benefits.	170-292-0130 If I am reauthorized for the SCC program, when do my SCC program subsidies begin?
170-290-3840 New eligibility period.	170-292-0140 How are my SCC program subsidies reauthorized and when may they continue?

Payment Discrepancies

NEW WAC	REPEALED WAC
170-290-3850 Payment discrepancies generally.	170-292-0155 What is an overpayment and when might I receive one? 170-292-0160 When might a child care provider receive an overpayment?
170-290-3855 Termination of and redetermining eligibility for benefits.	170-292-0030 When might my ongoing eligibility for SCC subsidies stop, and when might I be eligible again?

Administrative Hearings – SCC

NEW WAC	REPEALED WAC
170-290-3860 Right to request an administrative hearing.	170-292-0075 Do I have the right to ask for a hearing regarding SCC program subsidy payments, and how do I request one?
170-290-3865 Receipt of SCC benefits pending the outcome of an administrative hearing.	170-292-0080 Can I use SCC programs subsidies while waiting for the outcome of a hearing, and when might it need to be repaid?